Legislative Library, Research and Information Services

Annual Report of the Director 1980/81

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Legislative Library, Research and Information Services

Annual Report of the Director 1980/81

Toronto 1981

Ontario

Office of
the Director

Legislative Library,
Research and
Information Services

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Toronto, Ontario
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15 June 1981

The Honourable John M. Turner, M.P.P.,
Speaker of the Legislative Assembly of Ontario,
Legislative Building,
Queen's Park,
Toronto, Ontario
M7A 1A2

Dear Mr. Speaker:

I have the honour to present the Annual Report of the Director of the Legislative Library, Research and Information Services for the year ended 31 March 1981.

This Report is submitted pursuant to Section 105 (a) of the Standing Orders approved by the Legislative Assembly, 14 December 1978.

Respectfully submitted,

R Brian Land

R. Brian Land,
Director

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Ontario Legislative Library,
Research and Information Services

Senior Staff, 1980-81

Director	R. Brian Land
Administrative Assistant	F. Diane Teeple
Chief, Legislative Library Service	E. Patricia Hay
Head, Collections Development	Joy Mauerhoff
Head, Information and Reference Services	Mary E. Dickerson
Head, Technical Services and Systems	Pamela Stoksik
Chief, Legislative Research Service	William S. Wu
Senior Research Officer	Linda M. Gravson
Supervisor, Press Clipping Service	Inara Androvics
Manager, Checklist and Catalogue Service	Mance G. Carbery*
	Linda L. Reid**

* Resigned 4 December 1980.

** Appointed 30 March 1981.

Historical Note

The Ontario Legislative Library is the lineal descendent of the parliamentary libraries of Upper Canada (1792-1841) and of the United Province of Canada (1841-1867). Since Confederation, it has been administered successively by the Speaker (1867-1926), by the Minister of Education (1926-1964), by the Provincial Secretary (1964-1972), and by the Minister of Government Services (1972-1976). On 1 April 1976, the Legislative Library became a branch of the Office of the Legislative Assembly under the authority of the Speaker. On 1 September 1978, its name was changed to Legislative Library, Research and Information Services.

Legislative Assembly of Ontario

Standing Order 105

Approved by the Legislative Assembly

Thursday, December 14th, 1978

XVIII LIBRARY

Director's report

105.(a) The management of the Library, including regulation of admission, Library hours, and security and preservation of the collection, is the responsibility of the Director of Library Services, subject to such special orders as he may receive from the House, and the Director shall make an annual report to the House.

Catalogue

(b) A catalogue of the books belonging to the Library shall be kept and the reports thereon included in the Director's annual report.

1. Introduction

Highlights of the 1980-81 report year for the Legislative Library, Research and Information Services included a major renovation of the main floor of the Library, continued improvement of the collection, approval by the Board of Internal Economy of an automated support system for cataloguing, and the introduction of new services for users. The Legislative Research Service reported a dramatic increase in the number of requests for research assistance from individual Members and particularly from committees of the Legislative Assembly. The Press Clipping Service upgraded its photocopying equipment and distributed a record number of newspaper clippings. The Checklist and Catalogue Service completed its first full year as a section of the Legislative Library, Research and Information Services. Details of these and other developments are provided below.

2. Organization and Staffing

An organization chart of the Legislative Library, Research and Information Services is provided in Appendix B and details of staff are given in Appendix J. As of 31 March 1981, the regular full-time staff complement was as follows: Director's Office 5; Legislative Library Service Office 2; Collections Development 2; Technical Services and Systems 11; Information and Reference Services 16; Legislative Research Service 11; Press Clipping Service 8; and the Checklist and Catalogue Service 4; for a total of 59. In addition, during 1980-81, there were 3 unclassified staff on contract, 8 students, and 2 temporary employees, for a grand total of 72.

3. The Legislative Library Service

The primary responsibility of the Legislative Library Service is to meet the information and reference needs of Members. The Service consists of three units: Collections Development, Technical Services and Systems, and Information and Reference Services. A summary of their operations during the year follows.

During the Summer of 1980, the entire perimeter area of the main floor of the Library underwent major renovations designed to maximize the use of the existing space in order to make it more functional as well as to improve its appearance. In order not to interrupt library services to Members and the staff of the Legislative Assembly during the period of renovation, 23 June to 19 September 1980, Library staff and essential materials and equipment were moved to temporary quarters in the basement of the North Wing in the caucus room of the New Democratic Party, whose cooperation enabled the Library to continue to function effectively.

Planning for the renovations was carried out by the Director, the Chief of the Legislative Library Service, and by the heads of Collections Development and Information and Reference Services. Major demolition and construction was supervised by the Construction Section of the Ministry of Government Services and was carried out by the firm of Milne and Nicholls Ltd. Interior design features were the responsibility of the Design Services Branch of the Ministry of Government Services.

The renovated Library features a much brighter and more functional entranceway with an attractive display case and newly designed and relocated circulation, reference and newspaper/periodicals desks. The Members' Reading Room, relocated on the east side of the Library adjacent to the newspapers and periodicals area, houses a recreational reading collection and a television set for viewing off-air or videotaped programs of special interest. Other major improvements include new carpeting throughout, much needed staff office space and a staff meeting room.

To mark the re-opening of the Library, an Open House was held on 22 October 1980 which was attended by the Speaker and other Members, as well as by staff members of the Legislative Assembly.

3A. Collections Development

The Collections Development Unit is responsible for the selection of books, periodicals, newspapers, reports and audio-visual materials for the Legislative Library. This activity involves a regular monitoring of

collection use, the modification of selection policies and the systematic withdrawal of items which are no longer required.

During 1980-81, Library holdings were strengthened significantly, especially in the subject areas of economics, energy, environment, and high technology. A general list of notable acquisitions appears in Appendix C. All publications of the Organization for Economic Cooperation and Development (O.E.C.D.) are now received on standing order. As recommended in the Spicer Report, which was described in detail in the Annual Report of the Director for 1978-79, the Library has acquired additional French-language materials. During the year, the Legislative Library was granted status as a bilingual full depository library by the Canadian Government Publishing Centre, Ottawa, which means that Government of Canada publications are available in both official languages to users of the Legislative Library.

Specific policies were developed and approved for the acquisition of maps and films. In addition, a collection policy for legal materials was developed by a committee of Library staff with Professor Balfour Halevy, Law Librarian, York University, serving as consultant.

As in past years, the Library received many generous donations. More than 500 titles were presented as gifts by MPPs, staff of the Legislative Assembly, government ministries and agencies, associations, private corporations, and interested individuals. Staff members continued to withdraw materials no longer needed from the collection and exchanges were arranged with the following Ontario institutions: the Archives of Ontario, the Art Gallery of Ontario, the Royal Ontario Museum, the Ontario Institute for Studies in Education, the University of Toronto, Victoria University, the Metropolitan Toronto Library Board, the Toronto Public Library, and the North York Public Library.

During the year, the Collections Development staff undertook a recount of a major portion of the collections, the first time this has been done in many years. The number of bound volumes, totalling approximately 143,000 has been accurately broken down into its components, the details of which are listed in Appendix E.

3B. Technical Services and Systems

The primary functions of the Technical Services and Systems Unit are the acquisition, cataloguing, classification and processing of books, government publications, periodicals, newspapers and other incoming material for the Library collection.

Once again, virtually all statistical measurements for Technical Services showed an increase over the previous fiscal year. In two areas of acquisitions, government publications and microforms, growth was particularly significant. The number of government publications acquired increased by 33 per cent over the previous fiscal year while the number of microfiche acquisitions increased by 23.3 per cent over the 1979-80 fiscal year. The number of monographs and serials catalogued increased by 8 per cent while there was an overall increase of 12.7 per cent in the total number of materials catalogued. Other statistics are provided in Appendix E.

In response to the recommendations of the Spicer Report, and building on the foundation laid during 1979-80, the study and development of an automated cataloguing support system continued to be a top priority. In order to assess the needs of the Library, a report was prepared in May 1980 by the Head of Technical Services and Systems outlining the functional requirements for a computer-based cataloguing system. After discussion among senior staff of the Legislative Library Service, the report was accepted as a planning document for implementation. The Library then engaged the services of an outside consultant, Gene A. Damon, who is also Assistant Librarian (Systems) at the University of Waterloo, to help develop a planning budget for consideration by the Board of Internal Economy. On 17 November 1980, the Board gave approval in principle to a funding commitment for the 1980-81 fiscal year. This enabled the Library to approach potential vendors and request proposals. The proposals were received by the deadline of 2 March 1981 and an Evaluation Committee appointed by the Director and consisting of the heads of Technical Services and Systems, Collections Development, and Information and Reference Services, as well as the outside consultant, began its work soon after that date. The evaluation process will continue into the 1981-82 fiscal year.

The decision to automate cataloguing operations through the use of a computer-based system was based on a number of factors. The Library receives thousands of items for addition to its collection during the course of the year. During the 1980-81 fiscal year, for example, it received 67,000 items of which approximately 90 per cent were publications issued by governments, including the government of Ontario. The Library, however, currently is able to provide catalogue records for only 3,000 new titles of which about 600 are government publications.

Under Standing Order 105 (b), the Legislative Library is required to maintain a catalogue of its holdings. Although the Library has consistently compiled and maintained a card catalogue of its book collection over the years, this requirement has not been met with respect to most of the government publications received by the Library. The principal reason for this has been the magnitude of the task of cataloguing such a vast number of publications using traditional manual methods. In the past two years the Library has significantly increased its intake of government publications, thereby adding to the number of uncatalogued materials and intensifying the need for a better cataloguing system.

The major benefits that could be expected to follow from the installation of a computer-based cataloguing support system can be summarized as follows:

- access by author, title and subject, to the entire current collection, thereby making maximum use of all materials;
- access to the most important component of the collection, namely, government publications, to meet the needs of legislators;
- improved effectiveness in responding to requests from Members for information:
- capability of handling greatly-increased workloads in cataloguing materials for the collection;
- ability to generate special lists and files;
- maximum increase in production with minimal increase in staff.

3C. Information and Reference Services

The function of the Information and Reference Services Unit is to provide accurate, up-to-date information and reference service to Members and other Library users. This unit also makes available to users the appropriate books, periodical articles, newspaper clippings, government publications and other Library materials.

Despite the fact that the Information and Reference Services Unit was temporarily relocated outside the Library for more than three months in order to permit renovations to proceed, and that there was a provincial election campaign during February and March 1981, there were encouraging indications of increased use. Especially gratifying was the increased use of computer-based reference service.

The number of computer-based reference searches increased by 16 per cent over the 1979-80 fiscal year to a total of 377. In April 1980, the Medline data base, maintained by the National Library of Medicine, Bethesda, Md., and available through the Canada Institute for Scientific and Technical Information in Ottawa, was added, bringing the total number of on-line systems accessed by the Library to six. In January 1981, a new video display terminal and printer were installed to replace the typewriter terminal thereby upgrading the equipment.

The number of files consulted from the Current Data File increased by 33 per cent during the past year. Since its inception in March 1979, the Current Data File has developed into an increasingly valuable reference resource. The scope of the File has been expanded to include editorial comment and news content from additional Ontario newspapers. The continuing usefulness of the retrospective files, and the on-going growth of the File to about 1600 subjects resulted in a decision to microfiche 54 selected voluminous files in January 1981. This microfiche file allows immediate access to clippings without requiring additional storage space.

In preparation for the one-week debate in the Legislature on Confederation, 5 to 9 May 1980, the staff compiled several bibliographies which were distributed on request. In addition, one of the reference librarians, Maedythe Martin, prepared Canadian Constitutional Reform:

A Checklist and Index to Papers Presented at Federal-Provincial Conferences, 1976-1979. This reference work, which provides bibliographic access to an important series of conferences, has been widely requested by libraries and researchers in Canada and abroad.

A new service designed to videotape television programs on a selective basis and to acquire programs of special interest to MPPs in the pursuit of their responsibilities as legislators began in March 1980. Among the more important programs taped were the Debate on Confederation conducted by the Ontario Legislative Assembly in May 1980, and the First Ministers' Conference on the Constitution held in Ottawa in September 1980.

A committee of reference librarians was formed to examine policy options for reference service for the U.S. government publications collection and to recommend the best location for the collection in order to provide ease of access for the reference staff. A list of core U.S. government publications most frequently requested by non-primary clientele, and which are available at other Metro area libraries, was prepared to assist reference staff in referring requests to other libraries. Reference staff members have been working in cooperation with the Collections Development staff to weed the U.S. collection of materials no longer needed.

4. The Legislative Research Service

The primary responsibility of the Legislative Research Service is to provide research assistance, on request, to individual Members and to committees of the Legislative Assembly.

The 1980-81 fiscal year, the first full year of activity for the Research Service, witnessed a dramatic increase in the number of requests for research by individual Members and particularly by committees. Overall requests increased by 344 per cent compared with 1979-80, despite a sharp drop-off during the provincial election campaign period of February and March 1981.

From 5 May to 9 May 1980, the entire staff of the Research Service worked together to provide quick turn-around summaries of speeches delivered during the special one-week debate on Confederation. Further support was given through the general distribution of a background paper prepared by Martha Fletcher, research officer, on The Future of Confederation: Where Do We Go From Here?

Research service was provided to two standing and two select committees: The Standing Committee on the Administration of Justice, (Ed Philip, Chairman), the Standing Committee on Public Accounts (Patrick Reid, Chairman), the Select Committee on Plant Shutdowns and Employee Adjustments, (Bruce McCaffrey, Chairman) and the Select Committee on Constitutional Reform (John MacBeth, Chairman). In each case, the research officer identified and clarified issues before the committee, collected and organized submissions, suggested lines of questioning, prepared briefing papers, summarized testimony and documents and assisted in preparing the committee's report. Research officers also accompanied committees when their deliberations took place outside Toronto.

On 16 October 1980, the Director, the Chief of the Legislative Research Service, and the Senior Research Officer appeared before the Standing Committee on Procedural Affairs (Mike Breaugh, Chairman) in order to provide a report on the availability of research services to individual Members. Notwithstanding the fact that there has been a sharp increase in work done for committees, the Research Service has been able to maintain its service to individual Members.

During the year, two research officers were added to the Research Service bringing the total to seven, the number recommended in the Spicer Report as appropriate for the initial complement. The provincial election campaign afforded the opportunity for the research officers to prepare a total of five analytical papers on important matters of public concern, the first in a series of Current Issue Papers. In future, such papers will be prepared as time permits and MPPs may choose to receive those which are of particular interest to them.

5. The Press Clipping Service

The function of the Press Clipping Service, located at 700 Bay Street, is to supply, on request, individual Members and their staff, caucus research staff, and senior staff of the Legislative Assembly with copies of articles appearing in sixteen selected Ontario daily newspapers and in two Ontario financial weekly newspapers on topics of particular interest.

A record 925,071 press clippings were distributed to Members and others during the 1980-81 fiscal year. This represents a 67 per cent increase over 1978-79, the fiscal year following which the Legislative Library assumed administrative responsibility for the Service, and an increase of 13.5 per cent over 1979-80. For the month of March 1981 alone, 101,731 clippings were distributed. One factor in this record output, which was achieved with no increase in staff complement, has been the upgrading of photocopying equipment used. In October 1980, a Kodak Ektaprint 150 AF copier-duplicator with a capacity of 4,200 copies an hour, was installed. Combining high print quality with features such as an automatic feeder, stapler and collater, this new copier promises to provide the basis for increased productivity in the future.

6. The Checklist and Catalogue Service

The responsibility of the Checklist and Catalogue Service, located at 880 Bay Street, is to compile and edit the Monthly Checklist and the Annual Catalogue of Ontario Government Publications, and the quarterly Catalogue des publications en français du gouvernement de l'Ontario.

On 1 April 1980, the Bibliographic Services Unit of the Ministry of Government Services was transferred to the Legislative Library as a result of a reorganization of the Printing Services Branch of that Ministry which was described in the Annual Report of the Director for 1979-80. The unit was renamed the Checklist and Catalogue Service to identify its function more accurately. The 1980-81 fiscal year was a year of adjustment for the staff of the Checklist and Catalogue Service as they attempted to resolve administrative problems and ambiguities resulting from the separation from the Publications Services of the Ministry of Government Services.

Shared responsibilities that required resolution included the maintenance of mailing lists for publications and the list of depository libraries, the assignment and maintenance of the International Standard Numbers program, and the production of microfiche of Ontario government publications.

Staff changes during the year necessitated some reorganization of work flow. On 4 December 1980, Mance Carbery, Manager, resigned to accept a position with the federal government. Eveline Marron assumed the responsibility of Acting Manager until the appointment of Linda Reid as Manager on 30 March 1981. The responsibilities of the position formerly known as the Inventory Control Clerk were redefined and the position was reclassified as Acquisitions Technician. This position was filled on 5 January, 1981.

On 20 November 1980, the staff of the Checklist and Catalogue Service, along with senior staff of the Legislative Library Service, met with Marta Khan, Assistant Director (National Services), Cataloguing Branch of the National Library of Canada to discuss possible participation in the Canadian Cataloguing-in-Publications (CIP) program as it relates to Ontario government publications. The CIP program is a plan whereby Canadian books are catalogued prior to publication. The cataloguing information is subsequently printed in the books themselves as well as being distributed in Canada and abroad through the National Library's automated data base and MARC distribution services. The CIP program benefits publishers, booksellers and librarians by supplying data helpful in the identification and acquisition of these books and in the bibliographic control of these items in library collections. The legislative libraries of British Columbia and Nova Scotia participate in the CIP program by acting as the cataloguing agency for the publications of their respective provincial governments and by communicating the pre-publication data to the National Library. During the coming year, the Checklist and Catalogue Service will be examining the feasibility of implementing a similar CIP project for monographs published by the Ontario government.

7. Ontario Government Librarian's Council

Several staff members were actively involved in the work of the Ontario Government Librarians' Council. Vance G. Carbery, Manager of the Checklist and Catalogue Service, served as Past-Chairman of the Council. Marilyn White, Librarian, Technical Services and Systems, was Convener and Program Coordinator of the Technical Services Discussion Group. Brian Land, Director, and Mary Dickerson, Head of Information and Reference Services, served as members of the Council's Ad Hoc Committee on Freedom of Information which submitted its report in September 1980. Margit Avis, Current Data File Technician, addressed the Continuing Education Committee's Workshop on Indexing, 18 June 1980. Inara Androvics, Supervisor of the Press Clipping Service, also participated in the Workshop on Indexing as well as in the Reference Services Group meeting on 16 September 1980 which discussed press clipping services in the Ontario government.

8. Staff Activities

Members of the staff continued to be active in the work with outside groups. Brian Land, Director, E. Patricia Hay, Chief of the Legislative Library Service, and Mary Dickerson, Head of Information and Reference Services, made a presentation dealing with on-line computer services offered by the Legislative Library at the biennial meeting of the Association of Parliamentary Librarians in Canada, 2 October 1980, in Edmonton.

Brian Land was appointed Chairman of the National Library Advisory Board Resource Network Committee for a three-year term. Diane Teeple, Administrative Assistant to the Director, was named President of the Toronto Association of Law Librarians for 1981-82. Donald Krueger, librarian, Information and Reference Services, was appointed Secretary of the Canadian Association of Special Libraries and Information Services for 1981-82.

Brian Land addressed the Librarians' Association of the University of Toronto on 3 November 1980, and the Chief Executives of Large Public

Libraries of Ontario on 20 February 1981 on the programs and services of the Legislative Library. He spoke to the staff of the University of Calgary Library on 30 September 1980, to the staff and students of the Faculty of Library Science at the University of Alberta, Edmonton, on 1 October 1980, and to the Toronto Chapter of the Canadian Association of Special Libraries and Information Services on 27 November 1980 on Bill C-43, An Act to enact the Access to Information Act. He also prepared a brief on Bill C-43 which he presented to the House of Commons Standing Committee on Justice and Legal Affairs on 24 March 1981 on behalf of the Canadian Library Association. He was joined in this latter presentation by Erik J. Spicer, Parliamentary Librarian, Library of Parliament, Ottawa, and by Paul Kitchen, Executive Director, Canadian Library Association.

The Director continued to serve as a member of the interministry Core Committee on Customer Services. On 17 November 1980, the Director made a presentation to the Government Publications Review Sub-committee of the Ontario Council of Communications Directors on the publications produced by the Checklist and Catalogue Service. The Director served on the Resources Centre Development Committee of the Canadian Centre for Philanthropy and as a member of the International Federation of Library Associations' Planning Committee for the Pre-Conference Seminar on Library Buildings to be held in Toronto in 1982. During the 1980 United Way Campaign, he served as Chairman for the Office of the Assembly and the Provincial Caucuses.

Linda Grayson, Senior Research Officer, presented a paper to the York University-University of Toronto Faculty Colloquium on 24 October 1980. Martha Fletcher, research officer, was a guest lecturer at the Seminar on Canadian Resources in the Social Sciences of the Faculty of Library Science of the University of Toronto on 30 October 1980.

Mary Dickerson was a member of the Committee for the 1981 Orientation Program for New Members coordinated by the Office of the Clerk.

9. Staff Retirement

On 31 March 1981, a special reception was held in the Amethyst Room of the Legislative Building in honour of Mary Hrynkiw who retired after twenty-three years' service to the Province of Ontario. A member of the public service since 23 April 1958, Mrs. Hrynkiw joined the Legislative Assembly in 1974 as a member of the staff of the Press Clipping Service and transferred to the Information and Reference Services Unit on 1 October 1980. On the occasion of her retirement, the Speaker of the Legislative Assembly, the Hon. John E. Stokes, and the Director of Administration, Robert J. Fleming, joined with the Director and members of the staff of the Legislative Library in recognizing Mrs. Hrynkiw's years of service and in participating in the special presentation to her.

10. Visitors to the Library

Among those who visited the Legislative Library during 1980-81 were: Kaze T. Hasan, Assistant Parliamentary Librarian, Parliament of Bangladesh, Dacca; Trevor W. Lawton, Senior Research Director, Commonwealth Parliamentary Library, Parliament of Australia, Canberra; Dr. Guy Sylvestre, National Librarian of Canada, Ottawa; Hope E.A. Clement, Associate National Librarian, National Library of Canada; Cynthia J. Durance, Project Director, National Library Network Project, National Library of Canada; Alistair Fraser, retired Clerk of the House of Commons, Parliament of Canada, Ottawa; Basil Zafiriou, Chief, Economics Division, Research Branch, Library of Parliament, Ottawa; John Graham, Research Officer, Science and Technology Division, Research Branch, Library of Parliament, Ottawa; Margaret Campbell, Head, Clipping File, Library of Parliament, Ottawa; Dr. David L. Cook, Director of Research, Government Members' Office, Legislative Assembly of Alberta, Edmonton; Craig H. James, Legislative Library of Saskatchewan, Regina; P.M. Somerton, Provincial Library of Saskatchewan, Regina; Dorothy J. Clarkson, Supervisor, Information Centre, Polysar Ltd., Sarnia; Basil E. Stuart-Stubbs, University Librarian, University of British Columbia, Vancouver; Professor Bernard M. Fry, School of Library and Information Science, Indiana University, Bloomington; and Paul Kitchen, Executive Director, Canadian Library Association, Ottawa.

Among the groups visiting the Library were: members of Tynwald, Isle of Man; the Parliamentary Interns, Ottawa; the Legislative Interns, Queen's Park; and library science students from the School of Library and Information Science University of Western Ontario, London, and from the Faculty of Library Science, University of Toronto.

On 22 January 1981, more than 100 members of the Toronto Chapter of the Special Libraries Association visited the Library and attended a program meeting on "Tracking Legislative Information". The Director and four members of the Information and Reference Services Unit, Mary Dickerson, Elearnor Barnes, Susan Waintman and Mary Faulkner, took part in the presentation.

11. Appreciation

During the year, members of the Library staff had to cope with a variety of inconveniences and disruptions including major renovations, temporary and overcrowed working quarters, and with the installation of major new equipment. Despite these difficulties, they continued to perform their duties with dedication and resourcefulness.

The Director would like to express his appreciation to the senior officers of the Legislative Assembly staff for their cooperation and to the Members of the Board of Internal Economy for their confidence and support. A special note of thanks is due to the Honourable John E. Stokes, the Speaker of the Legislative Assembly during the period under review, for his unfailing interest in improving library and research services for Members of the Legislative Assembly of Ontario and for his staunch support of the Director's efforts to achieve this objective.

R. Brian Land,
Director.

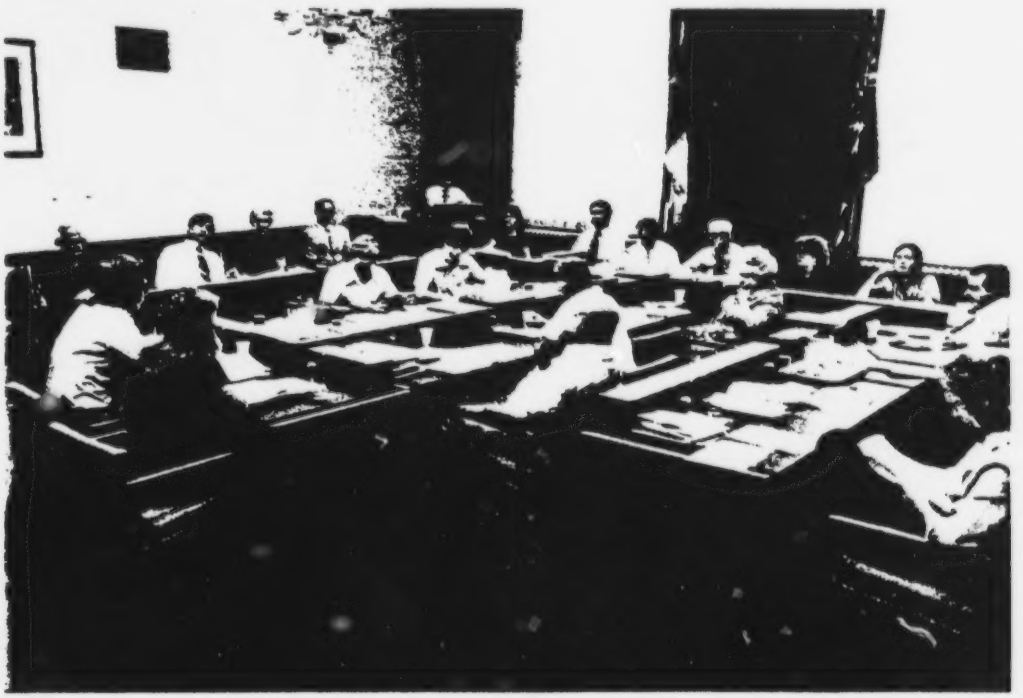
The main floor of the Library was renovated during the summer of 1980. The renovations resulted in brighter and more functional quarters, in newly designed and relocated circulation and reference desks, and in the provision of much needed work space for staff. An Open House was held on 22 October 1980 to mark the Library re-opening.

Among those attending Open House was Jean Kerfoot Allen, Legislative Librarian from 1963 to 1973, seen talking (right to left) with the Speaker, the Hon. John E. Stokes, the Deputy Speaker, Hugh Edighoffer, and the Director, Brian Land. Also pictured are Mary Dickerson, Head of Information and Reference Services, and James Renwick, M.P.P.

Despite the fact that library service was disrupted for more than three months because of renovations, and that there was a provincial election campaign during February and March 1981, the number of reference inquiries increased by 8.5 per cent over the 1979-80 fiscal year.

The number of computer-based reference searches rose by 16 per cent over the previous year. One new data base was added bringing the total number of on-line systems accessed by the Library to six. Bob Gardner, librarian, is shown working at the new video terminal while Patricia Neilson, sales representative for Hamilton Rentals, looks on.

The number of subject files available in the Current Data File increased by 26 per cent while usage was up by 33 per cent over the previous year. To reduce the need for additional storage cabinets, a number of more voluminous files were microfilmed enabling users to have access to file contents by means of a microfiche reader.



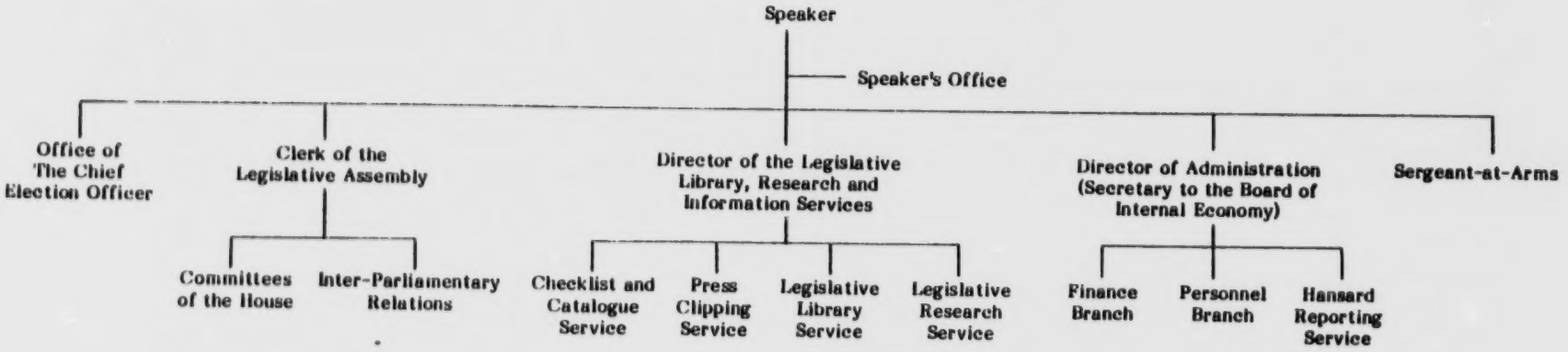
Research officers from the Legislative Research Service provided research assistance to two standing committees and two select committees of the Legislature during 1980-81. One of the committees assisted was the Select Committee on Constitutional Reform, chaired by John MacBeth, M.P.P., shown here at a meeting.

The Press Clipping Service, located at 700 Bay Street, distributed a record number of newspaper clippings during the year to Members and staff. Pictured here (left to right) are Susan Hansen and Inara Androvics, Supervisor, with a visitor, Dr. David Cook, Director of Research, Government Members' Office, Legislative Assembly of Alberta.

The Checklist and Catalogue Service, located at 880 Bay Street, became a section of the Legislative Library, Research and Information Services on 1 April 1980. It is responsible for compiling and editing the Monthly Checklist and Annual Catalogue of Ontario Government Publications Seen here are Eveline Marron, librarian (standing), and Pulver Zajfman, administrative clerk.

Appendix A

Organization Chart: Administrative Structure Ontario Legislative Assembly



Note: The Provincial Auditor, Ombudsman/Ontario and the Commission on Election Contributions and Expenses report to the Speaker and, for the purpose of financial control, funds and staff complements are approved by the Board of Internal Economy.

Source: Manual of Administration. Toronto: Office of the Assembly, 1980. p. 1-2-1.

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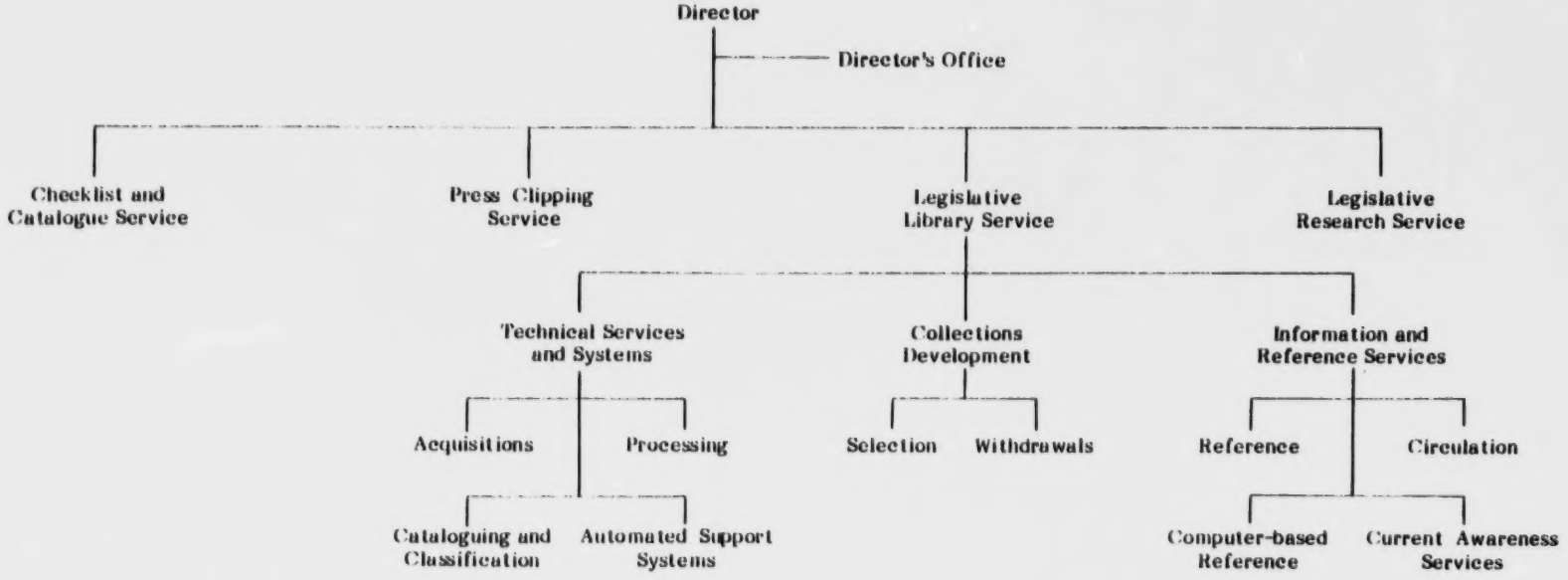
Appendix B

Organization Chart:
Administrative Structure
Ontario Legislative Library,
Research and Information Services



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Appendix C

Notable Acquisitions

Ambler Pricing Service. Mississauga, Ontario: Charles Ambler & Associates, 1980- .

American Men & Women of Science: Physical and Biological Sciences. Edited by Jaques Cattell Press. 14th ed. New York: R.R. Bowker Co., 1979. 8 vols.

Asbestos: Properties, Applications, and Hazards. Edited by L. Michaels and S.S. Chissick. New York: Wiley-Interscience, 1979.

Blaustein, Albert P. Constitutions of the Countries of the World: A Series of Updated Texts, Constitutional Chronologies and Annotated Bibliographies. Edited by A.P. Blaustein and G.H. Flanz. Dobbs Ferry, New York: Oceana Publications, 1971- .

British Columbia. Laws, Statutes, etc. [Statutes of British Columbia, including Vancouver Island, 1859-1871]. Toronto: Micromedia, 1978. (microfilm)

Buchsbaum, Steven. Jobs and Energy: The Employment and Economic Impacts of Nuclear Power, Conservation, and Other Energy Options. New York: Council on Economic Priorities, 1979.

CRC Handbook of Environmental Control. Cleveland, Ohio: CRC Press, 1972- .

CRC Handbook of Food Additives. Edited by Thomas E. Furia. 2nd ed. Cleveland, Ohio: CRC Press, 1977-1980. 2 vols.

Canada. Laws, Statutes, etc. FM Compilation of the Revised Statutes of Canada, 1970-1972. Farnham, Quebec: Municipal Forms, 1972- . 15 vols.

Canada. Laws, Statutes, etc. FM Compilation of the Statutes of Canada [1970-]. Farnham, Quebec: Municipal Forms, 1972- .

Canadian Education Index. Toronto: Canadian Education Association, 1972-1979. 8 vols.

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Annual Report, 1980-81

Appendix D

Estimates and Expenditures

Estimates	Fiscal Year 1979-80	Fiscal Year 1980-81
Salaries and Wages	$ 676,200	$ 1,113,900
Employee Benefits	116,400	196,600
Transportation and Communications	11,900	28,500
Services	60,800	89,900
Supplies and Equipment	237,100	279,200
Recoveries (Photocopy Receipts)	(2,000)	(3,000)
TOTAL	$1,100,400	$ 1,705,100
Expenditures		
Salaries and Wages	$ 666,613	$ 1,064,716
Employee Benefits	96,344	153,639
Transportation and Communications	11,365	17,599
Services	52,441	76,908
Supplies and Equipment	302,309	346,130
Recoveries (Photocopy Receipts)	(1,937)	(1,595)
TOTAL	$1,127,135	$ 1,657,397

Annual Report, 1980-81

Appendix E

Legislative Library Service:
Statistical Summary

Collections: Library Holdings	31 March 1980	31 March 1981
Volumes		
Monographs	143,948 (est.)*	78,101
Government Publications	n/a	n/a
Periodicals (bound)	n/a	10,269
Newspapers (bound)	n/a	882
Current Data File		
Files	1,265	1,589
Microforms		
Microfiche (sheets)	217,930	304,168
Microfilm (reels)	4,815	5,232
Audio-visual materials		
Videotapes (cassettes)	85	88
Other (sound cassettes)	15	28
Maps	n/a	1,364
Collections: Serials Currently Received		
Periodicals (titles, including microforms)	910**	597
Newspapers (titles, including microforms)	268	285
Other serials (titles)	n/a	975

* Includes all categories of bound material, i.e. monographs, government publications, periodicals, and newspapers.

** Includes other serials.

	Fiscal Year 1979/80	Fiscal Year 1980/81	Percentage Change
Technical Services			
Acquisitions			
Orders placed	2,963	3,172	7.0%
Items received:			
Books (volumes)	3,185	3,481	9.3
Serials (titles)	256	374	46.1
Newspapers (titles)	9	9	0
Government publications (items, excluding microforms)	47,912	63,738	33.0
Microfiche (sheets)	69,947	86,238	23.3
Microfilm (reels)	226	418	85.0
Videotapes (cassettes)	4	3	(25.0)
Other - Maps	0	20	—
- Sound cassettes	15	13	(13.3)
Withdrawals			
Monographs (volumes)	2,950*	14,488	391.1%
Serials (volumes)	4,772*	331	(90.1)
Other - Maps	0	1	—
- Microfilm (reels)	7	1	—
- Newspapers (titles)	5	0	—
Cataloguing			
Items catalogued			
Books and Serials (titles)	2,187	2,362	8.0%
Books (volumes)	2,562	2,197	(14.2)
Government Publications (titles)	436*	590	35.3
Government Publications (volumes)	1,104	1,996	80.8
Microfiche (titles)	30	30	—
Catalogue cards filed	29,161	28,281	(3.0)
Binding			
Items bound (volumes)	506	1,096	116.6%
In-library processing (volumes)	498	1,099	120.7

* Revised.

	Fiscal Year 1979/80	Fiscal Year 1980/81	Percentage Change
Information and Reference Services			
Circulation			
Loans:			
Monographs	2,730	2,247	(17.7)%
Government Publications	1,188	1,297	9.2
Newspapers	327	158	(51.7)
Periodicals*	362	19	(94.8)
Videotapes	0	1	—
Other - Current Data File	59	45	(23.7)
Total	4,666	3,767**	(19.3)
Interlibrary Loans			
Borrowed - volumes	233	196	(15.9)%
- photocopies (items)	133	183	37.6
Loaned - volumes	506	362	(28.5)
- photocopies (items)	57	102	78.9
Total Items (excludes unfilled requests)	929	843	(9.3)
In-Library Use			
Monographs	n/a	10,921	—
Government Publications	n/a	40,521	—
Current Data Files Consulted	1,435	1,909	33.0
Microforms			
Microfiche (sheets)	160	129	(19.4)
Microfilm (reels)	755	839	11.1
Videotapes	0	4	—
Periodicals	n/a	1,320	—
Articles supplied by photocopy			
Periodical Contents***			
Articles requested	3,333	3,131	(6.1)%
Pages photocopied	22,528	21,917	(2.7)
Periodical Selections****			
Articles requested	1,484	380	(74.4)
Pages photocopied	11,933	3,582	(69.9)

* General circulation discontinued October 1979.

** Circulation restricted 23 June - 15 October 1980.

*** New service 12 October 1979; not issued from 21 June 1980 - 3 October 1980.

**** Not issued during July, August, September and December 1980 and February - March 1981 due to renovations and staff shortages.

	Fiscal Year 1979/80	Fiscal Year 1980/81	Percentage Change
Information and Reference Service			
Reference			
Inquiries	10,489	11,385	8.5%
Computer searches*	325	377	16
Bibliographies compiled	5**	9	80
Current awareness services (issues)			
Periodical Contents*	23	29	26.1
Periodical Selections	9	5	(44.4)
Selected New Titles*	6	8	33.3
Courier Service (trips)*	87	655	652.9%
Library Tours (groups)	7	12	71.4%

* New service introduced during 1979/80.

** Revised.

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Appendix F

Legislative Research Service:
Statistical Summary

	Fiscal Year 1979/80*	Fiscal Year 1980/81
Projects Completed by Source of Request:		
Individual Members	63	76
Committees of the Legislative Assembly	5	259
Senior Assembly Officials	15	18
Parliamentary Associations	4	1
Other (including federal and provincial research services)	18	7
Total:	105	361
Projects Completed by Subject:		
Economics	26	133
Environment	8	1
History	4	9
Interdisciplinary	17	9
Legal	11	36
Political Affairs	18	121
Science and Technology	9	14
Social Affairs	7	38
Transportation and Communications	5	—
Total:	105	361

* The Legislative Research Service came into being on 1 May 1979.

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Appendix G

Press Clipping Service:
Statistical Summary

Number of Clippings Distributed Monthly

Month	Fiscal Year 1979/80	Fiscal Year 1980/81
April	65,983	74,989
May	71,608	81,765
June	67,340	83,114
July	75,531	66,878
August	55,596	56,113
September	57,388	49,538
October	98,314	83,770
November	93,361	66,476
December	42,284	85,630
January	61,887	82,206
February	54,849	92,861
March	70,984	101,731
Total No. of Clippings Distributed	815,125*	925,071
		13.5% increase
Total No. of Clients (31 March)	103	118
		14.6% increase

* Revised.

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Appendix H

Checklist and Catalogue Service:
Statistical Summary

Month	Publications Catalogued (titles)		Publications Listed in Monthly Checklist (titles)	
	Fiscal Year 1979/80	Fiscal Year 1980/81	Fiscal Year 1979/80	Fiscal Year 1980/81
April	276	368	179	191
May	338	397	270	194
June	258	309	239	237
July	157	222	175	175
August	294	127	166	145
September	296	196	171	147
October	256	205	237	151
November	339	244	218	180
December	264	258	248	227
January	127	205	118	114
February	153	285	115	195
March	274	190	137	145
TOTAL	3,032	3,006	2,273	2,101

Annual Report, 1980-81

Appendix I

Publications

1. A. Bibliographies and Reading Lists

Barnes, Eleanor, comp. Selected Bibliography on Proportional Representation. 31 July 1980. 2 pp.

———. Voting Machines in Legislative Bodies. 24 June 1980. 1 p.

Krueger, Donald, comp. Electoral Reform (revised). September 1980. 6 pp.

———. Intergovernmental Relations: A Selected Bibliography. September 1980. 4 pp.

———. The Quebec Question: A Bibliography of Background Material Supplementing the Bibliography Entitled "Sovereignty Association and Quebec Separatism." May 1980. Revised September 1980. 11 pp.

———. Sovereignty Association and Quebec Separatism. April 1980. Revised September 1980. 16 pp.

Martin, Maedythe, comp. The Canadian Constitutional Debate: A Bibliography. April 1980. 11 pp.

Quebec and the Constitution 1976-1980. April 1980. 8 pp.

B. Checklists and Indexes

Martin, Maedythe, comp., assisted by Donna McGraw. Canadian Constitutional Reform: A Checklist and Index to Papers Presented at the Federal-Provincial Conferences, 1976-79. Toronto: Legislative Library, Research and Information Services, 1980. 34 pp.

2. Serials

Annual Report of the Director, Legislative Library, Research and Information Services, 1979-80. Toronto: 1980.

Memo to Members, no. 3, April 1980 - no. 4, October 1980. 2 issues.

Periodical Contents, no. 24, April 3, 1980 - no. 54, March 13, 1981. 31 issues.

Periodical Selections, vol. 2, no. 1, April 1980 - no. 5, January 1981. 5 issues.

Selected New Titles, vol. 2, no. 1, April 1980 - no. 9, January/February 1981. 9 issues.

Status of Bills Report, March 19, 1980 - December 5, 1980 (weekly). 17 issues.

3. Presentations to Committees

Land, Brian, Wu, William, and Grayson, Linda. Submission to the Standing Procedural Affairs Committee Concerning the Legislative Research Service. Toronto, 16 October 1980. (Typewritten)

4. Other Publications

A Brief on Bill C-43, The Access to Information Act, presented by the Canadian Library Association, February 1981. Representing the Association: Erik J. Spicer, R. Brian Land, and Paul Kitchen. In Minutes of Proceedings and Evidence of the Standing Committee on Justice and Legal Affairs, Tuesday, March 24, 1981. pp. 21A:7-21A:15. Also published in Feliciter, 27 (March 1981):9-10.

Fletcher, Martha. The Future of Confederation: Where Do We Go From Here? Prepared for the Debate on Confederation, May 5-9, 1980. Toronto, 1 May 1980.

Jennings, Richard. "Energy: Conservation, Diversification, and Self-Sufficiency." Canadian Regional Review 3:3 (September 1980):22-27.

Land, R. Brian. "Canadian Correspondents Report." In The ALA Yearbook; A Review of Library Events, 1979, pp. 334-340. Chicago: American Library Association, 1980.

———. "Canadian Parliamentary Papers: An Outline and Summary." In Canadian Government Programs and Services, pp. 408-410. Toronto: CCH Canadian Limited, 1980.

———. "Fox Introduces Access Bill." Feliciter 26 (September 1980):3.

Stoksik, Pamela V. Automated Supo:t System for the Legislative Library of Ontario: Report. Toronto, 12 May 1980. (Typewritten)

Teeple, F. Diane, ed. "Practitioner's Desk Book." In C.E.D. (Ont. 3rd) Desk Book and Key, pp. 23-251. Toronto: Carswell, 1980.

Annual Report, 1980-81

Appendix J

STAFF ROSTER*

(1 April 1980 - 31 March 1981)

Director's Office

Director:	R. Brian Land, B.A., M.A., B.L.S., M.L.S.
Administrative Assistant to the Director:	F. Diane Teeple, B.A., B.L.S., M.L.S., LL.B. (Appointed 5 August 1980)
Secretary to the Director:	Joan Stephens
Accounts Clerk:	Sumi Johnson
Word Processing Operator:	Denise M. Debney

Legislative Library Service

Chief:	E. Patricia Hay, B.A., B.P.H.E., B.L.S., M.L.S.
Clerical Assistant:	Una Bruce (Appointed 2 June 1980)
Clerk/Typist:	Edith Henderson (Part-time; contract)
Student Assistant:	Arvid Grabovskis (2 June - 29 August 1980)

Collections Development

Head:	Joy Mauerhoff, B.A., B.L.S.
Librarian:	Donna Burton, B.A., M.L.S., 21 April 1980 - 31 March 1981 (Contract)
Technician:	Natalie Litwin, B.A.
Student Assistant:	Jim Peterson, B.A. (1 May - 20 August, 1980)

* Excludes G.O. Temporary Staff.

Information and Reference

Head:	Mary E. Dickerson, B.A., B.L.S., M.L.S.
Librarians:	Eleanor Barnes, B.A., B.L.S.
	Mary Faulkner, B.A., M.S.
	Robert Gardner, B.A., M.L.S. (Appointed 15 December 1980)
	Katrin Horowitz, B.A., B.L.S. (Resigned 9 May 1980)
	Donald Krueger, B.A., M.L.S. (Transferred from Technical Services 6 October 1980)
	Maedythe Martin, B.A., B.L.S. (Resigned 17 October 1980)
	Susan Waintman, B.A., M.L.S.
Technicians and Other Support Staff:	Rosamond Austin, B.A., Reference Assistant (Promoted 8 December 1980)
	Margit Avis, Reference Assistant (Resigned 27 November 1980)
	Jill Cartwright, Audiovisual Technician (Resigned 10 October 1980)
	Estelita Chan, B.A., Government Publications Technician (Appointed 16 March 1981)
	Mary Jane Culbert, Current Data File Assistant (Appointed 14 July 1980)
	Margherita DiConza, General Clerk/Cleaner
	Marian Hourd, Circulation Technician (Appointed 1 December 1980)
	Mary Hrynkiw, Current Data File Clerk Assistant (Transferred from Press Clipping Service, 1 October 1980; retired 31 March 1981)
	Tamara Mann, B.A., Audiovisual Technician (Appointed 26 January 1981)
	David L. Parkin, Serials Technician
	Martha Parrott, A.B., M.A., Ph.D., Current Data File Technician (Promoted 5 May 1980)
	Mary F. Soplet, General Clerk/Cleaner
Driver/Messengers:	John Dungey, 13 November 1980 - 27 March 1981 (Contract)
	Paul LeBlanc, 14 April - 15 July 1980 (Contract)

Student Assistants:

Mary Jane Culbert, 5 May - 11 July 1980

Martin Dowding, B.A., 9 December 1980 - 31 March 1981 (Part-time)

Lisa Fanuzzi, 19 May - 30 August 1980

Debra Forman, B.A., M.A., 3 November 1980 - 31 March 1981 (Part-time)

Danguole Juozapavicius, B.A., 12 May - 30 August 1980; 6 October 1980 - 31 March 1981 (Part-time)

Technical Services and Systems

Head:

Pamela Stoksik, B.A., B.L.S.

Librarians:

Paul Pilon, B.A., M.L.S., 3 November 1980 - 31 March 1981 (Contract)

Anne-Marie Toth-Waddell, B.A., M.L.S., 4 September - 3 October 1980 (Contract; appointed to regular staff 6 October 1980)

Marilyn Y. White, B.A., B.L.S.

Technicians and Other Support Staff:

Christine Broster, B.A., U.S. Government Publications Technician (Transferred from Information and Reference Services 5 January 1981)

Wayne Burton, Senior Cataloguing Technician (Promoted 15 August 1980)

Josephine De Lucia, B.A., U.S. Government Publications Technician (Resigned 16 January 1981)

Julie M. Karasawa, B.A., Canadian Government Publications Technician (Resigned 15 August 1980)

Sylvie Lacombe, Senior Cataloguing Technician, (Resigned 15 August 1980)

Lori Lane, Government Publications Technician, 12 May 1980 - 15 August 1980 (Contract; appointed to regular staff 18 August 1980)

Rose Ocampo, B.S.S.W., M.A., Senior Acquisitions Technician

Jane Phillips, B.A., 1 April - 15 August 1980 (Contract)

Deborah Salisbury, B.A., Acquisitions Technician

Nora Stubbington, B.A., Cataloguing Technician, 15 September 1980 - 13 March 1980

Angela Wilke, Government Publications Technician (Promoted 15 August 1980)

Student Assistants:

John Tennant, 20 May - 29 August 1980

Rohini Tiwari, 1 May - 21 August 1980

Legislative Research Service

Chief:	William S. Wu, B.A., M.A., Ph.D., M.I.M.A.
Senior Research Officer:	Linda M. Grayson, B.A., M.A., Ph.D., (Appointed 2 June 1980)
Research Officers:	Martha Fletcher, B.A., M.A.
	Elizabeth Gardiner, B.A., M.E.S.
	Richard Jennings, B.A.Sc., M.B.A., P.Eng.
	Merike Madisso, B.A., B.Ed., M.A., LL.B.
	Jerry Richmond, B.A., M.A. (Appointed 6 July 1980)
	Richard Theoret, B.A., 2 June - 29 August 1980 (Contract)
Secretary:	P. Macleod
Clerk/Stenographer:	Nina Nix (Resigned 27 March 1981)

Press Clipping Service

Supervisor:	Inara Androvics
Clerical Staff:	Erica Bene
	George Britton, 16 February - 31 March 1981 (Contract)
	Mary Bull
	Susan Hansen, B.Sc.
	Margaret Heslin
	Ellie Rodden
	Kate Simpson, B.E.S.

Checklist and Catalogue Service

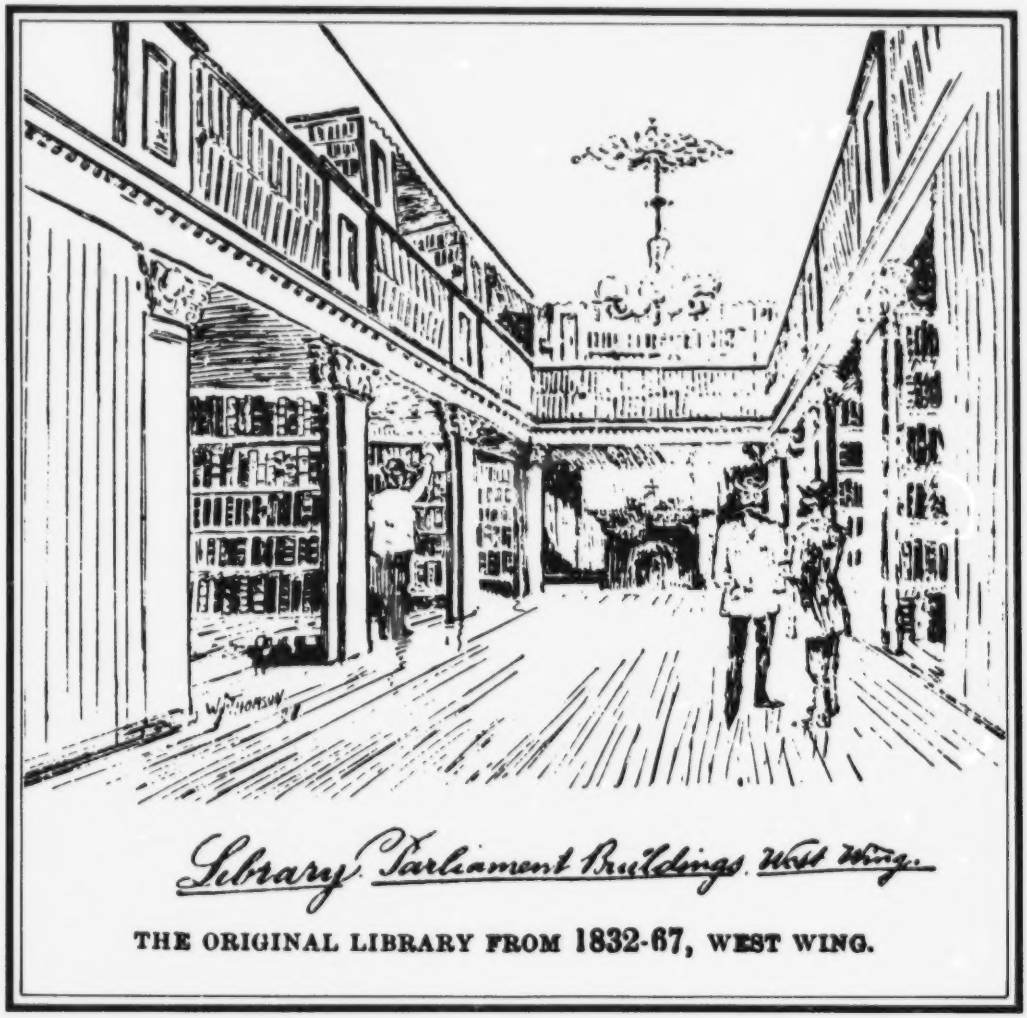
Manager:	Mance G. Carbery, B.A. (Resigned 4 December 1980)
	Linda L. Reid, B.A., B.L.S., M.L.S. (Appointed 30 March 1981)
Librarian:	Eveline Marron, B.A., M.L.S.
Administrative Clerk:	Pulver Zajfman
Acquisitions Technician:	Jeanne Leroux (Appointed 5 January 1981)

Number/
Numéro
2

Ontario

Legislative Library, Research and Information Services

Annual Report of the Director 1981/82



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ISSN 0225-1477

Ontario

Legislative Library, Research and Information Services

Annual Report of the Director 1981/82

Toronto 1982

Available from:

Ontario Legislative Library,

Research and Information Services

Cover illustration by W.I. Thomson. Reproduced from Robertson, John Ross. Landmarks of Toronto: A Collection of Historical Sketches of the Old Town of York from 1792 until 1833 and of Toronto from 1834 to 1914. Vol. 5, p. 571. Toronto: Robertson, 1908.

Photographs by Bob Gardner

Ontario

Legislative Library, Research and Information Services

Legislative Library Service

Legislative Building
Queen's Park
Toronto, Ontario
M7A 1A2
(416) 965-5261

21 June 1982

The Honourable John M. Turner, M.P.P.,
Speaker of the Legislative Assembly of Ontario,
Legislative Building,
Queen's Park,
Toronto, Ontario.
M7A 1A2.

Dear Mr. Speaker:

I have the honour to present the Annual Report of the Director of the Legislative Library, Research and Information Services for the year ended 31 March 1982.

This Report is submitted pursuant to Section 105 (a) of the Standing Orders of the Legislative Assembly dated August 1981.

Respectfully submitted,

R Brian Land

R. Brian Land,
Director.

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Ontario Legislative Library,
Research and Information Services

Senior Staff 1981/82

Director	R. Brian Land, B.A., M.A., B.L.S., M.L.S.
Executive Assistant	F. Diane Teeple, B.A., B.L.S., M.L.S., LL.B.
Executive Coordinator, Legislative Library Service	E. Patricia Hay, B.A., B.P.H.E., B.L.S., M.L.S.
Head, Collections Development	Joy Mauerhoff, B.A., B.L.S.
Head, Information and Reference Services	Mary E. Dickerson, B.A., B.L.S., M.L.S.
Head, Technical Services and Systems	Pamela Stoksik, B.A., B.L.S.
Chief, Legislative Research Service	Linda M. Grayson, B.A., M.A., Ph.D.
Manager, Press Clipping Service	Christine Landry, B.J.
Manager, Checklist and Catalogue Service	Linda L. Reid, B.A., B.L.S., M.L.S.

Historical Note

The Ontario Legislative Library is the lineal descendent of the parliamentary libraries of Upper Canada (1792-1841) and of the United Province of Canada (1841-1867). Since Confederation, it has been administered successively by the Speaker (1867-1926), by the Minister of Education (1926-1964), by the Provincial Secretary (1964-1972), and by the Minister of Government Services (1972-1976). On 1 April 1976, the Legislative Library became a branch of the Office of the Legislative Assembly under the authority of the Speaker. On 1 September 1978, its name was changed to Legislative Library, Research and Information Services.

Legislative Assembly of Ontario

Standing Order 105

August 1981

XVIII LIBRARY

Director's report

105.(a) The management of the Library, including regulation of admission, Library hours, and security and preservation of the collection, is the responsibility of the Director of Library Services, subject to such special orders as he may receive from the House, and the Director shall make an annual report to the House.

Catalogue

(b) A catalogue of the books belonging to the Library shall be kept and the reports thereon included in the Director's annual report.

Introduction

The outstanding feature of the 1981/82 report year was the dramatic increase in use of the services of the Legislative Library, Research and Information Services. Heavy demands were made by Members and Committees on the Legislative Research Service while Information and Reference Service established new record highs for several of its services. In addition, the Press Clipping Service set new records for the third consecutive year. Other major events included the implementation of the automated support system for cataloguing, and moves by two sections, Technical Services and Systems and the Checklist and Catalogue Service, to new quarters at 180 Bloor Street West. Details of these and other developments are provided below.

Organization and Staffing

An organization chart for the Legislative Library, Research and Information Services is provided in Appendix B and details of staff are given in Appendix J. As of 31 March 1982, the regular full-time staff complement totalled 69 as follows: Director's Office 4; Legislative Library Service Office 3; Collections Development 3; Information and Reference Services 18; Technical Services and Systems 16; Legislative Research Service 12; Press Clipping Service 9; and Checklist and Catalogue Service 4. In addition, during 1981/82 there were four unclassified contract staff; 18 part-time students and four temporary employees, for a grand total of 95.

Legislative Library Service

Effective 1 October 1981, changes were implemented in the senior management structure of the Legislative Library Service which consists of three sections - Collections Development, Technical Services and Systems, and Information and Reference Services. The position of Chief of the Legislative Library Service was eliminated and a new position, Executive Coordinator of Legislative Library

Service, was created to assist the Director in planning and coordinating library services and in formulating appropriate administrative policies and procedures. The Executive Coordinator, E. Patricia Hay, is also responsible for administering the Legislative Library Service Office which provides support services such as typing and word processing for the Library Service sections. The Word Processor Operator, formerly a member of the staff of the Director's Office, was transferred to the Legislative Library Service Office on 1 December 1981, when a Wang Archiving Word Processing station was installed.

Changes in the reporting structure for the heads of the three sections comprising the Legislative Library Service also came into effect on 1 October 1981. Since that date, the section heads have reported direct to the Director rather than to the Chief of the Legislative Library Service as formerly. (See Appendix B).

Collections Development

The function of the Collections Development section is to select books and other materials to meet the needs of Members and other users of the Legislative Library. This involves the regular monitoring of collection use, the modification of selection policies and the systematic withdrawal of items which are no longer required. The section was formally established in September 1979 and the recommendations made in the Spicer Report[1] have served as guidelines for its activities.

One of the observations made in the Spicer Report concerned the lack of French-language materials in the Legislative Library. Joy Mauerhoff, Head of Collections Development, reports several Ontario French-language newspapers and general periodicals as well as

[1]Erik J. Spicer, Zora Zink, and Anthony Wright. The Ontario Legislative Library: Present Problems and Future Potential. Ottawa: 1977. Published as Appendix B of the Final Report of the Select Committee on the Fourth and Fifth Reports of the Ontario Commission on the Legislature. Toronto: The Legislative Assembly of Ontario, 1977.

indexes to French journals and to the Canadian French-language press have been added. As reported last year, the Library has acquired the status of a bilingual full depository library so that all Government of Canada publications are now received in both official languages. Canadian treatises published in French dealing with the Library's primary subject interests are also being acquired.

The reference collection has been strengthened considerably by checking holdings against qualitative bibliographies and by systematic review to ensure the most recent edition of each title is available. The Library now acquires all reference materials from the United Nations and its family agencies (e.g., Food and Agricultural Organization, International Labour Organization, Unesco and the World Health Organization). Publications of other international organizations such as the Organization for Economic Cooperation and Development, the World Bank, the General Agreement on Tariffs and Trade, the European Economic Community, the Council of Europe, the Inter-Parliamentary Union, the International Centre for Parliamentary Documentation, and the International Atomic Energy Agency are now purchased regularly.

Systematic withdrawal of items no longer useful to the Library continued during the year and much of this material was distributed to other Canadian libraries. Although the total number of volumes in the book collection has decreased considerably because of the comprehensive weeding program, the aggressive acquisitions policy has resulted in an increase in the amount of current material in a variety of formats (books, periodicals, newspapers, reports, microforms, official publications, pamphlets, videotapes and films). The availability of more recently published material has contributed to the dramatic increase in circulation.

The Library has continued to benefit from donations to its collections and nearly 10,000 gifts were processed during 1981/82. Among the donors were Members of the Legislative Assembly, the research offices of the three political parties, the Cabinet Office, the libraries of several Ontario Ministries and the Saskatchewan Legislative

Library. Special acknowledgement is made of the gift of a fine multi-volume set of Canada and Its Provinces, by Adam Shortt and A.G. Doughty, presented by Mrs. Edward Dunlop in memory of her husband and his father, both of whom had been Members of the Ontario Legislature.

The Collections Development staff participated in the Eighteenth-Century Short Title Catalogue project during the Summer of 1981. This is an Anglo-American endeavour to list all eighteenth-century publications, particularly those published in the British Isles and British colonies in all languages, as well as English-language publications for that period published in other parts of the world. The Legislative Library discovered over 250 titles consisting of approximately 600 volumes which qualified for inclusion in the project.

Technical Services and Systems

The Technical Services and Systems section was obliged to move twice during the year because of reallocation of space within the Legislative Building. On 10 April 1981, the section moved from the fourth floor to Room B6 in the basement of the North Wing of the Legislative Building and, on 18 September, it moved to quarters on the fifth floor at 180 Bloor Street West contiguous to the Checklist and Catalogue Service. Since the Technical Services section is responsible for the acquisition and processing of all items added to the Library collection, twice-daily delivery service was established to move materials between the Legislative Building at Queen's Park and 180 Bloor Street West.

In June 1981, an Evaluation Committee consisting of the heads of Technical Services and Systems, Collections Development, and Information and Reference Services, recommended the choice of a vendor to supply the automated catalogue support system outlined in the Annual Report of the Director, 1980/81. Accordingly, contract negotiations began with Geac Canada Limited and were completed in September. Hardware installation was completed by the end

of December and delivery and installation of the software for cataloguing support was completed by mid-February when training for data input began. By the end of February 1981, "live" data entry had begun.

Pamela Stoksik, Head of Technical Services and Systems, reports that, in addition to installation and input and operations training, other activities associated with implementation of the automated catalogue support system involved training in new procedures for coding bibliographic records, establishing authorities for government departments within a CODOC-like shelving scheme and becoming familiar with the structure and use of the CODOC scheme.

In February 1982, discussions began with the Finance Office of the Legislative Assembly to develop a computerized commitments program for the Library's book budget. It is expected that this program will be operational by the end of June 1982, adding yet another automated aspect to the operations of Technical Services. The introduction of this program will enable the Library to exercise tighter fiscal control over the book budget, particularly the committed funds.

Work was completed during the year on the reclassification of the Library's law collection. The purpose of the project, most of which was completed as a special summer project, was to integrate the law collection, which previously had been maintained as a separate entity, into the main collection thereby facilitating access and use.

The number of orders placed for books and other materials declined by 10.4 per cent during 1981/82. This can be attributed largely to two factors: stabilization in the growth of the collection, and the decreased purchasing power of the Library's acquisition budget. The number of titles of books and serials catalogued showed an increase of 15.4 per cent over 1980/81 while the number of titles of government publications catalogued increased by 50.3 per cent. This latter increase is a direct result of implementation of the cataloguing module of the automated support system in late February 1982.

Information and Reference Services

Information and Reference Services experienced a dramatic increase in demand for its service, attributable in part to a vigorous new Legislative Assembly elected 19 March 1981. Particularly noteworthy was the 72.9 per cent increase in circulation (see Table 1, p. 7), 75 per cent in interlibrary loans, 64.2 per cent in Current Data File useage, and 112 per cent in computer-based reference searches (see Table 2, p. 7). A 40.4 per cent increase in reference inquiries coincided with a significant rise in the number of complex requests which required considerably more time for staff to respond to satisfactorily (see Table 3, p. 8).

The new Legislature provided an ideal opportunity for the Library to acquaint Members, their staff and caucus research staff, with library services. Mary Dickerson, Head of Information and Reference Services, assisted in the planning of the New Members' Orientation Session on 15 and 16 April 1981 and presented an overview of the Information and Reference Services at one of the sessions. As well, members of the Information and Reference staff conducted orientation sessions for Members' assistants and caucus research staff in May, June and September. The Library also participated in the Legislative Assembly orientation program for new staff by providing tours of the Library throughout the year. The booklets Services to the Legislature and the revised edition of Researcher's Guide to the Legislature were widely distributed.

Information and Reference Services staff were heavily involved throughout the year in activities relating to the selection and implementation of the computer-assisted cataloguing support system. Computer terminals were installed at the reference desk in mid-March, and for the first time, reference staff had catalogue access to the large number of incoming government publications received in the Library.

In preparation for the new shelving scheme for government publications, the Stack Re-Organization Committee reviewed immediate and long-term requirements and undertook a major

Table 1

Information and Reference Services

Items Circulated

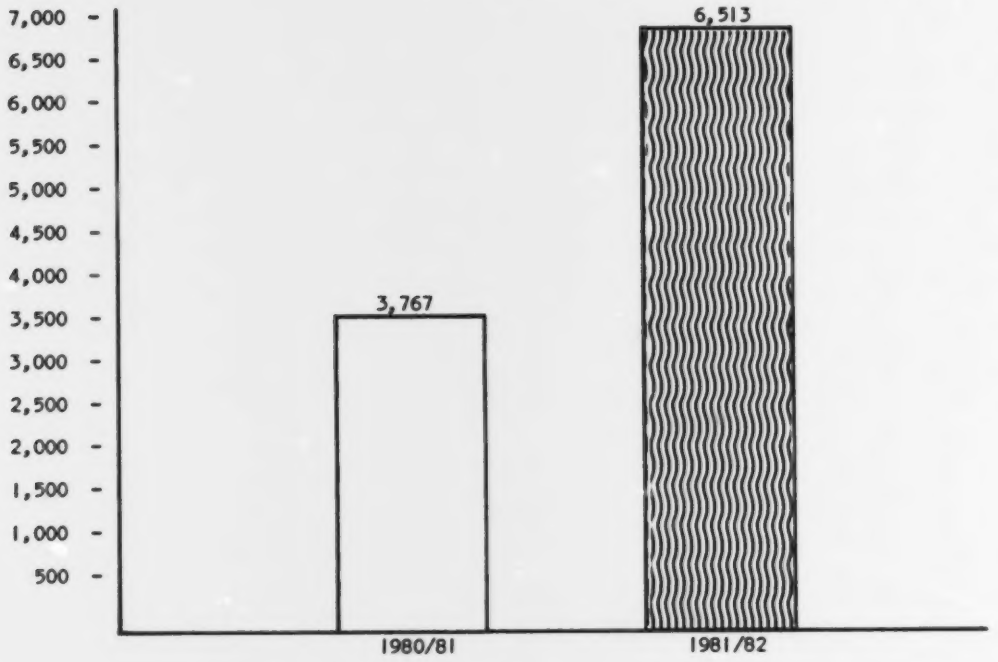


Table 2

Information and Reference Services

Computer Searches

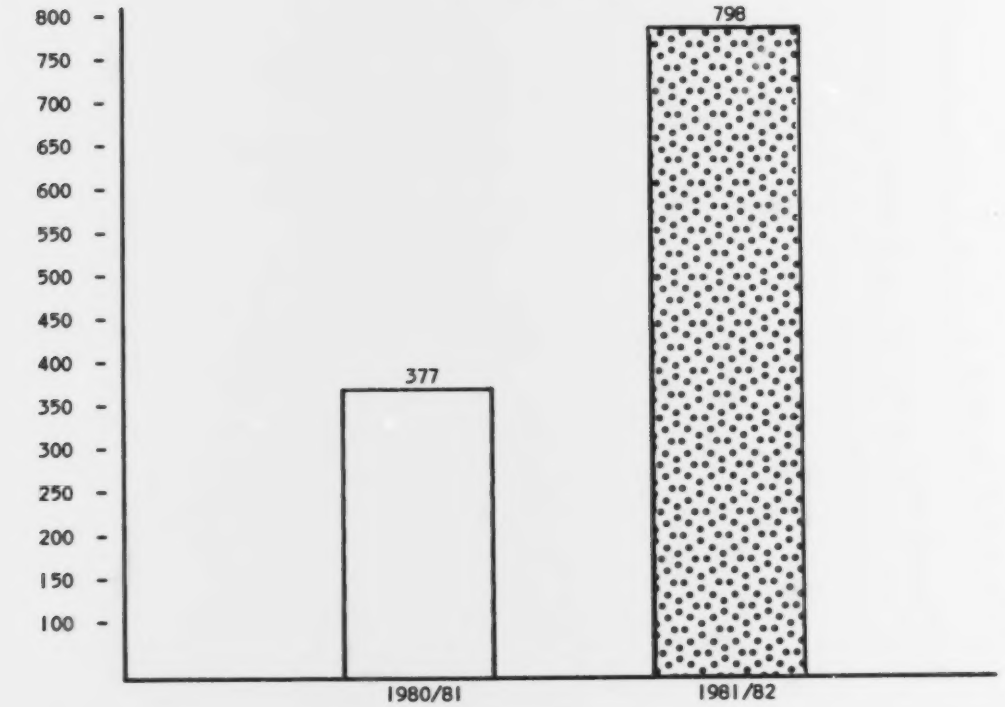


Table 3

Information and Reference Services

Reference Inquiries

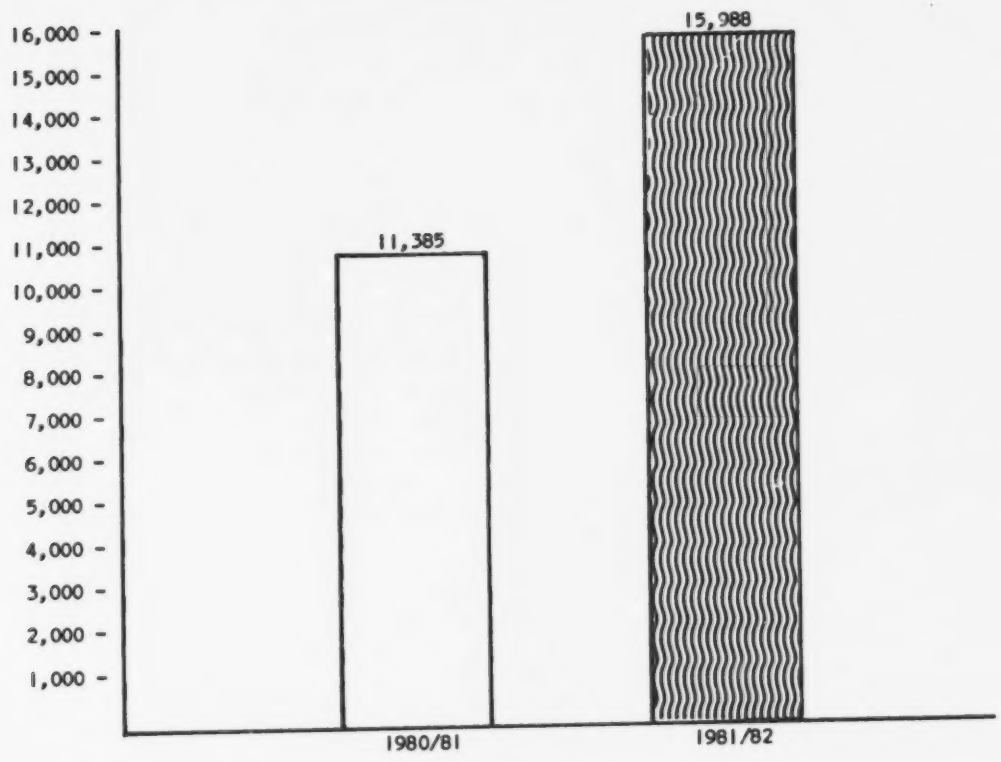
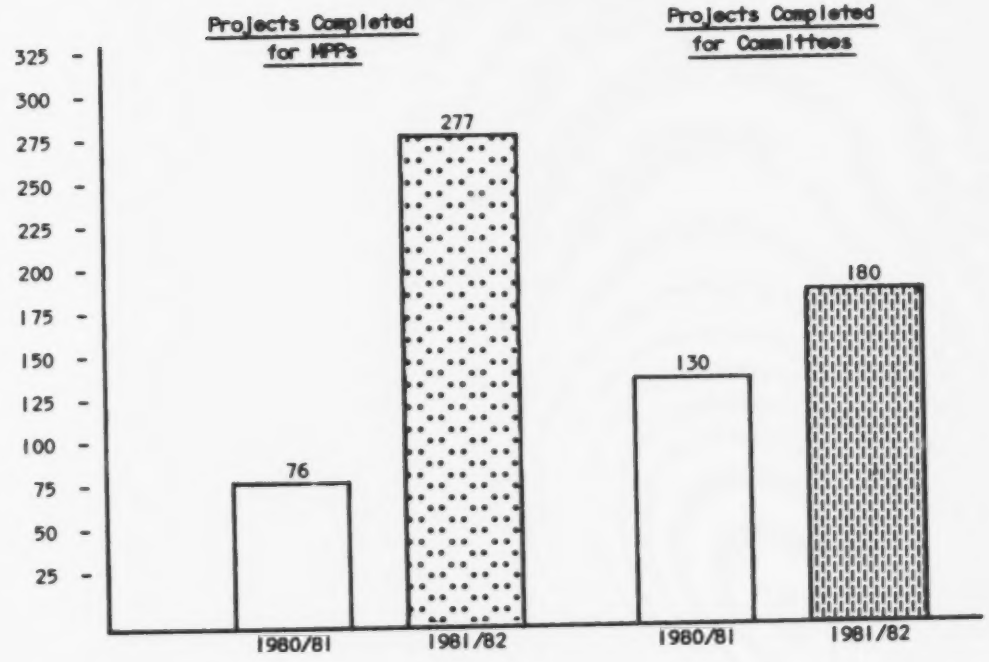


Table 4

Legislative Research Service



shifting of the collection. As part of this project, the legal collection was integrated with the reference and stack collections, and the Dewey collection was shifted to allow for expansion of the government publications collection. To provide additional shelving in the primary service area, undercounter shelving was installed around the perimeter of the stacks.

Staff members were also involved in several committees to review various collections. The Map Collections Committee reviewed library holdings and submitted recommendations for future collection development and collection maintenance. In cooperation with the Collections Development section, the United States government publications collection was reviewed and a large-scale weeding of out-of-date and unneeded materials was conducted.

The program for videotaping selected television programs, which has been operating for two years, was reviewed and guidelines for taping, retention and processing were established. The decision to list recently taped programs in issues of Periodical Selections has generated increased interest among Members and caucus staff. In addition to selected public affairs programs, the Library also taped the Ontario New Democratic Party and Liberal Party leadership conventions, the Royal Wedding and the Speech from the Throne.

Computer-based reference capability was expanded to include CAN/OLE, a Canadian scientific database available through the Canadian Institute for Scientific and Technical Information, and NEWSTEX, a database of all Canadian Press wire stories from January 1974 to date.

The continuing increase in the demand for interlibrary loan pickups, combined with the necessity of twice-daily delivery service between the Library and the Technical Services and Systems section at 180 Bloor Street West, resulted in the Library no longer being able to share services of a vehicle and driver with the Office of the Clerk. On 1 November 1981, a station wagon was transferred from the Office of the Chief Election Officer to the Legislative Library for its exclusive use.

Information sharing with other Canadian legislative libraries continued through distribution of the Status of Bills Report, issued weekly during the session, and through distribution of bibliographies and reference guides prepared by reference staff.

Legislative Research Service

In May 1981, the Legislative Research Service moved from the fourth floor to the first floor of the North Wing of the Legislative Building. Despite the inevitable disruption occasioned by the move, work for Members continued without undue delays. Linda Grayson, Chief of the Legislative Research Service, reports that the new central location along a main corridor has been responsible, in part, for the record number of requests received. In all, 488 requests were processed during 1981/82 of which 277, or 56.8 per cent, originated with MPPs. Individual requests from Members increased by 264.5 per cent over the previous fiscal year (see Table 4, p. 8). On average, each research officer prepared a paper every three working days.

Committee support was provided to the Standing Committee on Members' Services (Alan Robinson, Chairman); the Standing Committee on Public Accounts (Patrick Reid, Chairman); the Standing Committee on Resources Development (Bill 7) (Michael Harris, Chairman); the Standing Committee on Social Development (Bill 175) (Yuri Shymko, Chairman); and the Select Committee on Pensions (James Taylor, Chairman). In each case, the role of the research officer involved some or all of the following tasks: identifying issues, collecting and organizing submissions, suggesting lines of questioning, preparing briefing papers, summarizing testimony and documents and assisting in the preparation of the committee's report.

At the request of the Committee Chairman, (Patrick Reid), the Director of the Legislative Library and the Chief of the Legislative Research Service presented a brief to the Standing Committee on Public Accounts on 19 November 1981. The purpose of the brief was to acquaint Members of the Committee with the nature and extent

of the services provided by the Legislative Research Service with particular reference to its role in serving committees.

The Research Service prepared a series of general reports on issues of current concern to MPPs. The response of Members was very enthusiastic. Approximately 90 per cent of all MPPs requested one or more of the twelve available papers for a total of 609 requests. The success of this new service suggests that Current Issue Papers meet a real need and, as a result, the series will become an ongoing part of our work for legislators.

Press Clipping Service

The Press Clipping Service located at 700 Bay Street supplies, on request, copies of articles on a variety of topics of current interest appearing in sixteen selected Ontario daily newspapers and two Ontario financial weekly newspapers. Its client group consists of Members of the Legislature, their staff, caucus researchers and senior staff of the Office of the Assembly. For the third consecutive year, the Press Clipping Service distributed a record number of clippings (1,261,844) to 131 clients, a 36.4 per cent increase over 1980/81.

The postal strike during the summer of 1981 necessitated a change in the manner in which some of the newspapers have been acquired. During the strike, several newspapers normally received by mail were purchased instead through a Toronto distributor, a practice that has since been continued. By using a local distributor the newspapers can be acquired and processed more quickly.

Inara Androvics, who had been Supervisor of the Press Clipping Service since February 1977, resigned in October. On 25 January 1982, Christine Landry who holds a Bachelor of Journalism degree from Carleton University, was appointed Manager. Susan Hansen, a member of the Press Clipping staff since 1977, was appointed Assistant Manager. Effective 1 October 1981, the reporting structure was changed so that the Manager of the Press Clipping Service now reports

to the Head of Information and Reference Services instead of to the Director as formerly. This change will facilitate better coordination between the work of the Press Clipping Service and that of the Current Data File operated by Information and Reference Services.

Checklist and Catalogue Service

The Checklist and Catalogue Service is responsible for the compilation and editing of three publications, the Monthly Checklist, the Annual Catalogue of Ontario Government Publications and the quarterly Catalogue des publications en français du gouvernment de l'Ontario. This section is also responsible for the assignment of International Standard Book Numbers for all Ontario government publications and for the Cataloguing in Publication pilot project.

On 18 September 1981, the Checklist and Catalogue Service moved from its cramped quarters at 880 Bay Street to the fifth floor at 180 Bloor Street West adjacent to the Technical Services and Systems section. Linda Reid, Manager of the Checklist and Catalogue Service, reports that the move to new quarters necessitated the establishment of new routines for obtaining publications from the Ministry of Government Services publications warehouse. Publications are now delivered from the publications warehouse three times a week instead of daily as before the move.

As indicated in the Annual Report of the Director, 1980/81, discussions have been held with the National Library of Canada to discuss participation by the Legislative Library in the Canadian Cataloguing-in-Publication (CIP) program as it relates to Ontario government publications. Branches of two ministries have agreed to participate in the CIP pilot project initiated by the Checklist and Catalogue Service. By the end of March, the Research Branch of the Ministry of Education has requested and received CIP data to print in three of its publications. This data will also be disseminated by the National Library through its data bases and monthly bibliography, Canadiana.

During the year, the Checklist and Catalogue Service and Technical Services and Systems examined with external consultants the feasibility of automating the production of the Monthly Checklist and two related publications. As a result of this examination, it was determined that it would be feasible to use the Geac minicomputer system for this purpose provided the necessary software program were developed. This project will be pursued in 1982/83.

Effective 1 April 1982, the Manager of the Checklist and Catalogue Service is to report to the Head of Technical Services and Systems rather than to the Director as formerly. The new reporting arrangement will ensure closer cooperation between the two sections, particularly as it relates to the extension of computer applications to the production of the checklist and catalogues.

Staff Activities

Members of the staff of the Legislative Library continued to play an active part in the work of outside organizations. Brian Land, Director, is Vice-President of the Association of Parliamentary Librarians in Canada which will hold its biennial meeting in Toronto in the Fall of 1982. He participated as a panelist on "Freedom of Information" at the University of Toronto Faculty of Library Science on 6 April 1981; chaired a program session at the Conference on Bibliography for Canadian Studies sponsored by the Association for Canadian Studies in Halifax on 1 June 1981; participated in a panel on "Access to Government Information" at the Ontario Library Association annual conference 31 October 1981; chaired the keynote session of the Symposium on Information Technology and Society, University of Toronto, on 12 November 1981; delivered a paper on "Access to Government Information: Recent Canadian Developments" at the Government Information in the 80s Conference at the University of Toronto Faculty of Library Science on 19 November 1981; and addressed the Second Annual Government Documents and Information Conference in Arlington, Va., 27 March 1982 on "Freedom of

Information Legislation in Canada". He also continued as Chairman of the Resource Network Committee of the National Library Advisory Board, as a member of the Awards Committee of the Canadian Library Association, as a member of the Committee Planning the Pre-Conference Seminar on Library Buildings for the International Federation of Library Associations 1982, and as a member of the Resources Centre Committee of the Canadian Centre for Philanthropy.

Diane Teeple, Executive Assistant to the Director, was President of the Toronto Association of Law Librarians for 1981/82 and a member of the Copyright Committee of the Canadian Library Association. She addressed students of the Faculty of Library Science of the University of Toronto on "Copyright" on 22 March 1982. Mary Dickerson, Head of Information and Reference Services, spoke on "Ontario Parliamentary Papers" at a meeting of the Ontario Association for the Deaf, 7 November 1981. Donald Krueger, librarian, Information and Reference Services, was Secretary of the Canadian Association of Special Libraries and Information Services, 1981/82, and delivered a paper on "Microcomputers in Libraries: Issues and Applications" at the Canadian Library Association conference in Hamilton, 15 June 1981. Linda Reid, Manager, Checklist and Catalogue Service, spoke about the three serial publications compiled and edited by the Service at a meeting of the Government Publications Committee of the Ontario Library Association, 18 November 1981.

Staff members also continued to participate in the activities of the Ontario Government Librarians' Council. Linda Reid served as a member and, from December 1981, as a Director of the Council. Brian Land continued to serve as a Council member. Bob Gardner, librarian, Information and Reference Services, was Co-chairman of the Reference Services Group, and Susan Waintman, librarian, Information and Reference Services, was a member of the Continuing Education Committee.

Publications written or edited by staff members are listed in Appendix I.

Visitors to the Library

Among those who visited the Legislative Library during 1981/82 were: T.O. Osibodu and G.A. Bakre of the Ministry of Justice, Abeokuta, Nigeria; Jacques Prémont, Director, Gerard Vleminckx, Assistant Director, and Jean Paul Roy, Administrative Officer, of the Bibliothèque de l'Assemblée nationale du Québec, Quebec City; Joyce Irvine, Legislative Librarian, and Helen Nation, Legislative Library of Manitoba, Winnipeg; Gaylen Duncan, Director, and Anne Foster, Canadian Law Information Council, Ottawa; Professor Samuel Rothstein, University of British Columbia School of Librarianship, Vancouver; Dr. Robert H. Blackburn, Chief Librarian, University of Toronto; Dr. Norman Horrocks, Director, School of Library Service, Dalhousie University, Halifax; Donald Meadows, Director, Metropolitan Toronto Library Board; Rev. William Brown, Coordinator of Library Services, Metropolitan Toronto Separate School Board; Rev. Erich Schultz, Chief Librarian, Wilfrid Laurier University, Waterloo; Lynn Matthews, Chief Librarian, Kitchener Public Library; and Dr. John McDonough, Director, Legislative Research Service, Alberta Legislature, Edmonton.

Students and staff of the Library Technician Program of Niagara College of Applied Arts and Technology, Welland, visited the Legislative Library on 18 March 1982 and were addressed by the Director and other members of the staff.

Appreciation

During the year, three sections of the Legislative Library were obliged to move their working quarters, occasioning a variety of inconveniences and disruptions to the staff members involved. The Director is grateful to them for their patience, dedication and resourcefulness during a difficult period.

A special word of appreciation is due Joy R. Mauerhoff, Head of Collections Development, who resigned from staff of the Legislative

Library shortly after the end of the 1981/82 fiscal year. During Mrs. Mauerhoff's tenure, a major build-up of the collection was initiated and a massive weeding program undertaken. The Director would like to record his gratitude to her for a major contribution to the improvement of the Library's collection.

Special thanks are also due to Inara Androvics who resigned as Supervisor of the Press Clipping Service in October 1981 after more than four and a half years' service. During her period as Supervisor, the number of clippings distributed more than doubled without an increase in staff complement, a tribute to the dedication displayed by her and her colleagues in the Press Clipping Service.

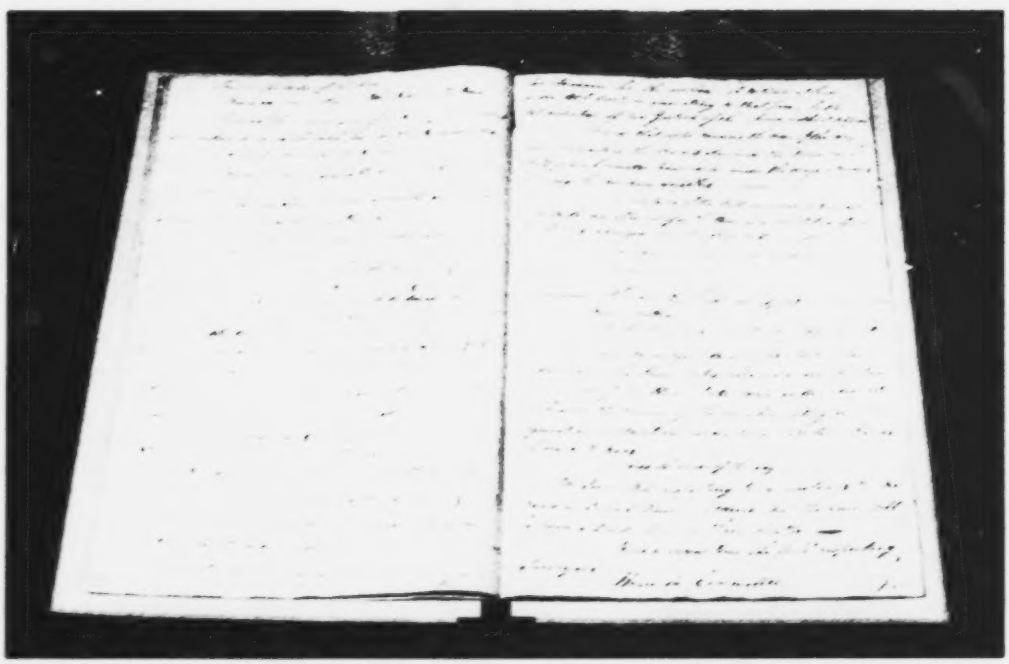
The Director would also like to express appreciation to the Speaker of the Legislative Assembly, the Hon. John M. Turner, to the Members of the Board of the Internal Economy, and to the senior officers of the Office of the Assembly for their confidence and support of the work of the Legislative Library.

R. Brian Land,
Director.

The Press Clipping Service, located at 700 Bay Street, distributed over a million clippings to Members and staff, setting a record for the third consecutive year. Manager of the Service is Christine Landry (standing).

The Legislative Research Service had a record year, conducting 277 projects for MPPs and 180 projects for Committees. Pictured (left to right) are research officers Charmaine Berry and Jim O'Mara with Linda Grayson, Chief.

A Geac minicomputer system was installed to provide automated support for cataloguing. Pictured here are Pamela Stoksik, Head of Technical Services and Systems and Linda Reid, (seated) Manager of the Checklist and Catalogue Service.



The Legislative Library's manuscript Journal of the First Session of the First Parliament of Upper Canada (1792) was displayed at Niagara-on-the-Lake, site of the first Parliament, to publicize the town's bicentennial celebrations.

The Legislative Library regularly produces six serial publications for distribution to Members. Pictured are Pat Hay, Executive Coordinator, Legislative Library Service (standing) with Denise Debney, Word Processor Operator.

Information and Reference Services experienced dramatic increases in reference inquiries, computer-based searches, and circulation. Shown here are (left to right) are Debra Forman, Susanne Hynes and Natalie Litwin.

The Checklist and Catalogue Service is responsible for compiling and editing the Ontario Government Publications Monthly Checklist. Pictured are Carolyn Barnes, librarian, (standing) and Donna Stellar, Acquisitions Technician.

The Collections Development staff mounted several displays during the year including one on Canada's Constitution. Shown here is Donna Burton, librarian, Collections Development section.

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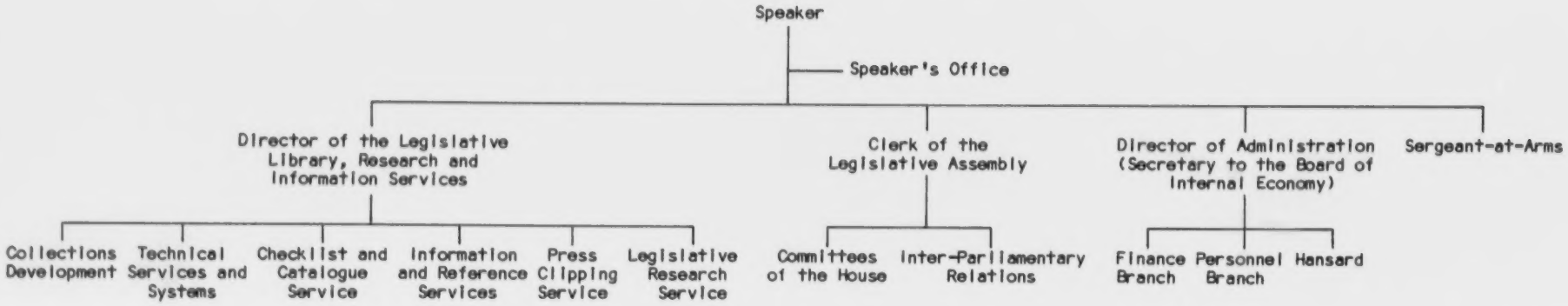
Appendix A

Organization Chart:
Administrative Structure
Ontario Legislative Assembly



Note: The Provincial Auditor, Ombudsman/Ontario and the Commission on Election Contributions and Expenses and the Office of the Chief Election Officer report to the Speaker and, for the purpose of financial control, funds and staff complements are approved by the Board of Internal Economy.[1]

Note: The Clerk of the Legislative Assembly is the Chief Permanent Officer of the House, reporting to the Speaker. The Director of Administration, the Director of the Legislative Library, Research and Information Services and the Sergeant-at-Arms also report to the Speaker.[2]

[1]SOURCE: Manual of Administration. Toronto: Office of the Assembly, 1981. p. 1-2-1.

[2]SOURCE: Allowances and Services; A Guide for Members of the Ontario Legislature. Toronto: Office of the Assembly, 1981. p. [11].

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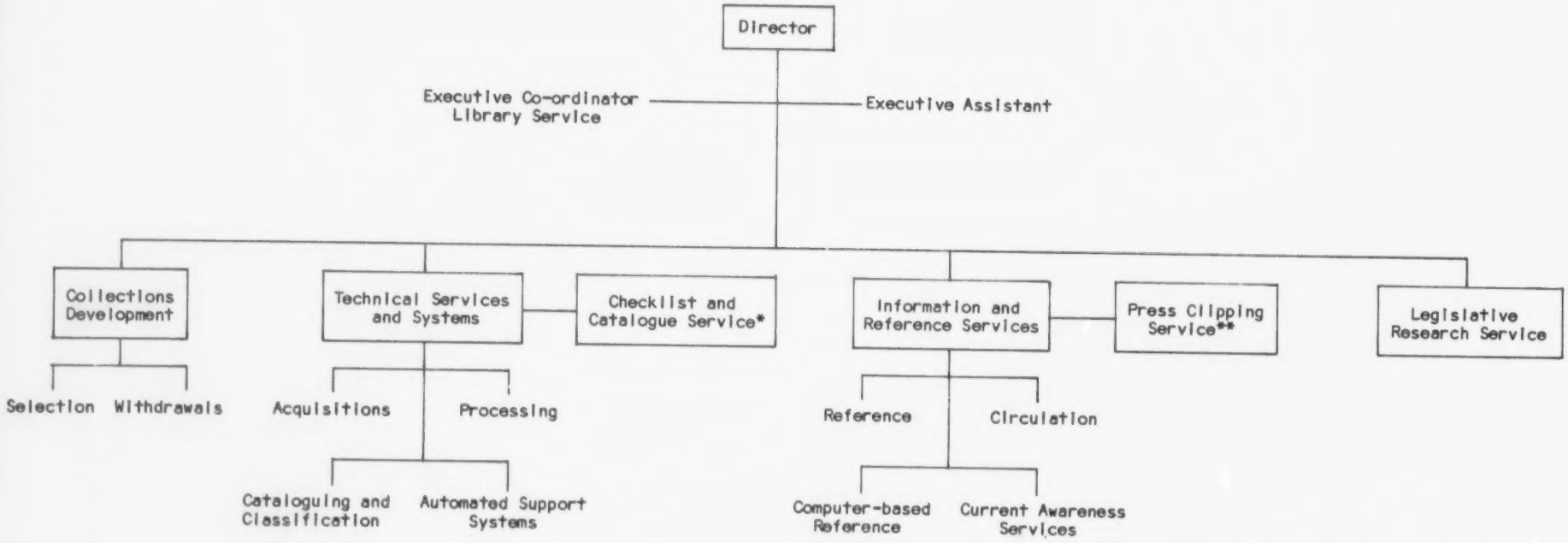
Appendix B

Organization Chart:
Administrative Structure
Ontario Legislative Library,
Research and Information Services



* Effective 1 April 1982, the Manager of the Checklist and Catalogue Service is to report to the Head of Technical Services and Systems.

** Since 1 October 1981, the Manager of the Press Clipping Service has reported to the Head of Information and Reference Services.

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Appendix C

Notable Acquisitions

Academic American Encyclopedia. Rev. ed. Princeton, N.J.: Arete Publishing, 1981. 21 vols.

Alberta. Alberta Gazette [1958-1969]. New York: New York Public Library, 1960-1971. (microfilm)

Bishop, Olga Bernice. Canadian Official Publications. Oxford: Pergamon Press, 1981. (Guides to Official Publications: v. 9)

British Columbia. British Columbia Gazette [1863-1970]. New York: New York Public Library, 1968-1972. (microfilm)

Brussels. Université libre. Food Law Research Centre. Food Additives Tables. Compiled by Food Law Research Centre, Institute of European Studies, University of Brussels. Amsterdam: Elsevier Scientific Pub. Co., 1980-.

Canada. Office of the Chief Electoral Officer. Report of the Chief Electoral Officer: [1841-1974]. Toronto, Micromedia [1980?]. (microfiche)

Canada Systems Group. [Community Fact Sheet]. [s.l.]: Canada Systems Group, 1981-.

Canadian Energy Trends. Willowdale, Ontario: Canadian Enerdata. v. 1, 1981-.

Canadian Housing: Monthly Analysis. Scarborough, Ontario: Clayton Research Associates, 1981-.

Canadian Social Action Documents, 1976-1977. Toronto: Micromedia [1978?]. (microfiche)

Day, Alan J. Political Parties of the World. Compiled and edited by Alan J. Day and Henry W. Degenhardt. Detroit: Gale Research Co., 1980.

Directory of Industry Data Sources: The United States of America and Canada. Edited by William A. Benjamin. Cambridge, Mass.: Harfax, 1981-.

Dunning, John H. World Directory of Multinational Enterprises, by John Dunning and John Stepford. New York: Facts on File [1980].

Economist Intelligence Unit (London). The World Economy in the 1980's. London: Economist Intelligence Unit, 1981.

The Employment Law Report. Toronto: Concord Publishing, v. 1, 1980-.

Encyclopedia of Music in Canada. Edited by Helmut Kallman, Gilles Potvin, and Kenneth Winters. Toronto: University of Toronto Press, 1981.

Energy in a Finite World: A Global Energy Systems Analysis: Report, by the Energy Systems Program Group of the International Institute for Applied Systems Analysis. Cambridge, Mass.: Ballinger Pub. Co., 1980.

Freedom of Information: Canadian Perspectives. Edited by John D. McCamus. Scarborough, Ontario: Butterworths, 1981.

Goulson, Carolyn Floyd. A Source Book of Royal Commissions and Other Major Governmental Inquiries in Canadian Education 1787-1978. Toronto: University of Toronto Press, 1981.

Guide to Canadian Manufacturers. Toronto: Dun & Bradstreet Canada, 1981-.

Handbook of Grants and Subsidies of the Federal and Provincial Governments. Montreal: S.T.M., 1981-.

Handbook of Toxic & Hazardous Chemicals. Edited by Marshall Sittig. Park Ridge, N.J.: Noyes Data Corporation, 1981.

Harvard Encyclopedia of American Ethnic Groups. Edited by Stephen Thernstrom, Ann Orlov and Oscar Handlin. Cambridge, Mass.: Belknap Press of Harvard University, 1981.

Insider: [Corporate Information Service]. [Toronto]: Micromedia Ltd. 1981-. (microfiche)

Kurian, George Thomas. Encyclopedia of the Third World. New York: Facts on File Inc., 1981. 3 vols.

Manitoba. Manitoba Gazette [1957-1969]. New York: New York Public Library, 1959-1970. (microfilm)

National Museum of Manitoba. Mercury Series, 1972-1977. Toronto: Micromedia, [1981?]. (microfiche)

New Brunswick. Royal Gazette [1957-1968]. New York: New York Public Library, 1960-1970. (microfilm)

Newfoundland. Newfoundland Gazette [1955-1968]. New York: New York Public Library, [1960-1969?]. (microfilm)

Nova Scotia. Royal Gazette [1949-1968]. New York: New York Public Library, 1953-1969. (microfilm)

Nuclear Waste News. Silver Spring, Md.: Business Publishers, v. 1, 1981-.

Official Handbook of the European Parliament. Prepared by the Secretariat. [Rome]: European Parliament, 1980-.

Prince Edward Island. Royal Gazette [1957-1968]. New York: New York Public Library, [1961-1969?]. (microfilm)

Principal International Businesses. New York: Dun & Bradstreet, 1981-.

Pulp & Paper North American Industry Factbook, 1980-81. Compiled and edited by Kenneth E. Lowe, Williard E. Miles, and Stephanie Pollitzer. San Francisco, California: Miller Freeman Pub., 1980.

Québec (Province). Assemblée Nationale. Documents de la session, 1936-1977. Ste. Foy, Québec: Service de Microfilm du Québec, [1980?]. (microfilm)

Québec (Province). Bibliothèque de la legislature. [Complete Catalogue and Addendum]. Ste. Foy, Québec: Service de Microfilm du Québec, [1979?]. (microfilm)

Québec (Province). Gazette officielle de Québec [1953-1969]. New York: New York Public Library, 1957-1970. (microfilm)

Toxic Materials News. Silver Spring, Md.: Business Publishers, v. 8, no. 19, May 13, 1981-.

United States. Congress. Research Service. Major Studies and Issue Briefs of the Congressional Research Service, 1979-80. Washington, D.C.: University Publications of America, 1980.

Ward's Automotive Reports. Detroit: Ward's Communications Inc., v. 56, 1981-.

Worldwide Government Directory. Edited by Diane E. Hrabak. Washington, D.C.: Lambert Publications Inc., 1981.

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Appendix D

Estimates and Expenditures
($000s)

	Fiscal Year 1980/81	Fiscal Year 1981/82
Estimates		
Salaries and Wages	$1,113.9	$1,355.0
Employee Benefits	196.6	218.0
Transportation and Communications	28.5	24.3
Services	89.9	278.7
Supplies and Equipment	279.2	482.2
Recoveries	(3.0)	(2.0)
TOTAL	$1,705.1	$2,356.2
Expenditures		
Salaries and Wages	$1,064.7	$1,386.7
Employee Benefits	153.7	183.8
Transportation and Communications	17.6	17.4
Services	76.9	236.4
Supplies and Equipment	346.1	517.3
Recoveries	(1.6)	(2.2)
TOTAL	$1,657.4	$2,339.4

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Appendix E

Legislative Library Service: Statistical Summary

	31 March 1981	31 March 1982	Percentage Change
Collections			
Library Holdings			
Volumes			
Monographs	78,101	76,468	(2.1)%
Government Publications	n/a	n/a	---
Periodicals (bound)	10,269	10,267	(0.02)
Newspapers (bound)	882	747	(15.3)
Current Data File			
Files	1,589	1,707	7.4 %
Microforms			
Microfiche (sheets)	304,168	346,132	13.8 %
Microfilm (reels)	5,232	5,996	14.6
Audio-visual materials			
Videotapes (cassettes)	88	110	25.0 %
Other (sound cassettes)	28	29	3.6
Maps	1,364	1,512	10.9 %
Serials Currently Received			
Periodicals (titles, including microforms)	597	702	17.6 %
Newspapers (titles, including microforms)	285	293	3.2
Other serials (titles)	975	1,137	16.6
Bibliographic searches (titles)	5,257*	8,631**	64.2 %
Gifts processed (volumes)	3,181*	9,998**	214.3 %

* Fiscal year 1980/81.

** Fiscal year 1981/82.

	Fiscal Year 1980/81	Fiscal Year 1981/82	Percentage Change
Technical Services			
Acquisitions			
Orders placed	3,172	2,841	(10.4)%
Items received:			
Books (volumes)	3,481	3,991	14.6
Serials (titles)	374	295	(21.1)
Newspapers (titles)	9	9	0
Government publications (items, excluding microforms)	63,738	62,190	(2.4)
Microfiche (sheets)	86,238	41,964	(51.3)
Microfilm (reels)	418	764	82.8
Videotapes (cassettes)	3	22	633.3
Other - Maps	20	148	640.0
- Sound cassettes	13	1	(92.3)
Withdrawals			
Monographs (volumes)	14,488	5,624	(61.2)%
Serials (volumes)	331	1,180	256.5
Other - Maps	1	0	---
- Microfilm (reels)	1	0	---
- Government Publications (U.S.)	0	21,614	---
Cataloguing			
Items catalogued			
Books and Serials (titles)	2,362	2,725	15.4%
Books (volumes)	2,197	2,884	31.3
Government Publications (titles)	590	887	50.3
Government Publications (volumes)	1,996	2,386	19.5
Microfiche (titles)	30	47	56.7
Catalogue cards filed	28,281	47,771	68.9
Binding			
Items bound (volumes)	1,096	1,396	27.4%
In-library processing (volumes)	1,099	1,253	14.0

	Fiscal Year 1980/81	Fiscal Year 1981/82	Percentage Change
Information and Reference Services			
Circulation			
Loans:			
Monographs	2,247	2,591	15.3%
Government Publications	1,297	3,572	175.4
Newspapers	158	215	36.1
Periodicals*	19	1	(94.7)
Videotapes	1	1	0
Other - Current Data File	45	133	195.6
Total	3,767**	6,513	72.9
Interlibrary Loans			
Borrowed - volumes	196	288	16.3%
- photocopies (items)	183	537	193.4
Loaned - volumes	362	586	61.9
- photocopies (items)	102	126	23.5
Total Items (excludes unfilled requests)	843	1,477	75.2
In-Library Use			
Monographs	10,921	27,434	151.2%
Government Publications	40,521	57,032	40.7
Current Data Files Consulted	1,909	3,135	64.2
Microforms			
Microfiche (sheets)	129	213	65.1
Microfilm (reels)	839	1,028	22.5
Videotapes	4	14	250.0
Periodicals	1,320***	8,274	---

* Circulation restricted.

** Circulation restricted 23 June - 15 October 1980.

*** February - March 1981 statistics only.

	Fiscal Year 1980/81	Fiscal Year 1981/82	Percentage Change
Information and Reference Services			
Articles supplied by photocopy			
Periodical Contents*			
Articles requested	3,131	2,958	(5.5)%
Pages photocopied	21,917	20,709	(5.5)
Periodical Selections**			
Articles requested	380	837	120.3
Pages photocopied	3,582	7,515	109.8
Reference			
Inquiries	11,385	15,988	40.4%
Computer searches	377	798	111.7
Bibliographies compiled	9	40	344.4
Current awareness services (issues)			
Periodical Contents	29	35	20.7
Periodical Selections	6***	8	33.3
Selected New Titles	8	12	50.0
Courier Service (trips)	655	1,547	136.2%
Library Tours (groups)	12	24	100.0%

* Not issued from 21 June 1980 - 3 October 1980.

** Not issued during July, August, September and December 1980 and February, March 1981 due to renovations and staff shortages.

*** Revised.

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Appendix F

Legislative Research Service: Statistical Summary

	Fiscal Year 1980/81	Fiscal Year 1981/82	Percentage Change
Projects Completed by Source of Request:			
Individual Members	76	277	264.5%
Committees	130*	180	38.5
Senior Assembly Officials	18	21	16.6
Other	8	10	25.0
TOTAL	232*	488	110.3

* Estimated

Projects Completed by Subject:			
Economics	---	85	---
Environment	---	12	---
History	---	10	---
Interdisciplinary	---	5	---
Legal	---	79	---
Political Affairs	---	185	---
Science and Technology	---	12	---
Social Affairs	---	82	---
Transportation and Communications	---	18	---
TOTAL	232*	488	110.3%

* Estimated

Requests for Current Issue Papers:	n/a	609	---

Appendix G

Press Clipping Service:
Statistical Summary

	Fiscal Year 1980/81	Fiscal Year 1981/82	Percentage Change
Number of Clippings	925,071	1,261,844	36.4 %
Number of Clients (31 March)	104	131	26.0

Appendix H

Checklist and Catalogue Service:
Statistical Summary

	Fiscal Year 1980/81	Fiscal Year 1981/82	Percentage Change
Items Catalogued	3,006	2,808	(6.6) %
Items Listed in Monthly Checklist	2,101	2,217	5.5
Depository Items	1,124	1,172	4.3
Items Received from Publications Warehouse	1,702	1,657	(2.6)
Items received from Other Sources	399	560	40.4
Reprints	149	98	(34.2)
Microfiche Items	234	227	(3.0)
Education Research Reports (ONTERIS Program)	166	82	(50.6)
Cataloguing in Publication (CIP)	0	3	---

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Appendix I

Publications

1. Current Issue Papers

Fletcher, Martha. Communications and Regulations: The Implications for Ontario. Current Issue Paper, no. 3. April 1981.

Gardiner, Elizabeth. Acid Rain in Ontario. Current Issue Paper, no. 1. April 1981.

--------. Dioxin: The Implications for Ontario. Current Issue Paper, no. 9. September 1981.

--------. The Plight of Ontario's Sport Fishery. Current Issue Paper, no. 12. November 1981.

Grayson, Linda. Mandatory Retirement: An Assessment. Current Issue Paper, no. 4. April 1981.

Jennings, Richard. A Summary of the Report of the Royal Commission on the Status of Pensions in Ontario. Current Issue Paper, no. 6. June 1981.

--------. The Historical Development of the 1981 Oil Pricing Agreement. Current Issue Paper, no. 10. September 1981.

--------. Oil Prices: The Impact on Supply and Demand. Current Issue Paper, no. 11. September 1981.

Madisso, Merike. The Ontario Mental Health Act, 1978. Current Issue Paper, no. 5. April 1981.

O'Mara, James. The Microelectronic Revolution and Women's Employment in Ontario. Current Issue Paper, no. 7. September 1981.

O'Mara, James. Fiscal Arrangements and Ontario. Current Issue Paper, no. 8. September 1981.

Richmond, Jerry. The Automobile Industry in the 1980's: An Ontario Perspective. Current Issue Paper, no. 2. April 1981.

2. Bibliographies and Reading Lists

Faulkner, Mary, comp. Discrimination in Insurance: Selected Bibliography, 1977-1981. September 1981.

--------. Dresden, Ontario: Selected Bibliography. January 1982. 1 p.

--------. Liquor Control Board of Ontario/Liquor Licence Board of Ontario: Management, Control, Responsibilities: Selected Bibliography. February 1982. 1 p.

--------. The Party Whip: Selected Bibliography. January 1982. 1 p.

--------. Pros and Cons: The Use of pesticides in Canadian Agriculture and Forest Management: Selected Bibliography. June 1981. 2 p.

--------. Sport Fishing in Ontario: Selected Bibliography. October 1981. 5 p.

Krueger, Donald R., comp. Acid Rain. February 1982. 9 p.

--------. Cogeneration. October 1981. 2 p.

--------. Constitutional Reform. October 1981. 6 p.

--------. Correctional Services. May 1981. 1 p.

--------. The Cultural Context of Quebec in Canada. October 1981. 6 p.

Krueger, Donald R., comp. The Economic Context of Quebec in Canada. September 1981. 4 p.

--------. Electoral Reform. Revised June 1981. 6 p.

--------. Federal-Provincial and Intergovernmental Relations. October 1981. 3 p.

--------. Federal-Provincial Fiscal Relations. September 1981. 3 p.

--------. Federalism. October 1981. 4 p.

--------. Group Homes. September 1981. 2 p.

--------. Neo-Conservatism/The New Right. September 1981. 2 p.

--------. Ontario Industrial Strategies, 1966-1981: a Bibliography of Provincial Studies and Related Materials. January 1982. 11 p.

--------. Pesticides and the Environment. November 1981. 3 p.

--------. Quebec and Canadian Unity. October 1981. 6 p.

--------. Quebec Politics and Government. August 1981. 5 p.

--------. Quebec Politics in Historical Perspective. August 1981. 12 p.

--------. Quebec Politics in Historical and Cultural Perspective: A Selected Bibliography. Public Administration Series: Bibliography, p. 848. Monticello, Ill.: Vance Bibliographies, 1981. 77 p.

--------. The Quebec Referendum and Sovereignty-Association. July 1981. 5 p.

Krueger, Donald R., comp. Quebec Separatism. July 1981. 5 p.

--------. The Right to Strike in the Public Sector. January 1982. 2 p.

--------. Urban Growth. February 1982. 2 p.

Krueger, Donald R., and Hynes, Susanne, comps. Accountability and Control of Crown Corporations. February 1982. 7 p.

3. Checklists and Indexes

Krueger, Donald R. Guide to Canadian Ministers Since 1968. April, 1981. Revised September 1981. 16 p.

--------. List of Federal-Provincial and Interprovincial Conferences (1887-1981). July 1981. Revised August 1981. 5 p.

4. Serials

Annual Report of the Director, Legislative Library, Research and Information Services, 1980/81. Toronto: 1981.

Memo to Members, no. 5, May 1981 - no. 7, March 1982. 3 issues.

Periodical Contents, no. 55, 24 April 1981 - no. 89, 26 March 1982. 35 issues.

Periodical Selections, vol. 2, no. 6, April 1981 - vol. 2, no. 7, May 1981; vol. 3, no. 3, June 1981 - vol. 3, no. 8, March 1982. 8 issues.

Selected New Titles, vol. 2, no. 10, March/April 1981; vol. 3, no. 1, May 1981 - vol. 3, no. 11, March 1982. 12 issues.

Status of Bills, 13 October - 18 December 1981; 9 March - 31 March 1982. 13 issues.

Ontario Government Publications Monthly Checklist of Titles Received. Vol. 11, no. 1 (Jan. 1981) - v. 11, no. 12 (Dec. 1981). Toronto: Ministry of Government Services. Compiled and edited by the Checklist and Catalogue Service of the Legislative Library, Research and Information Services.

Catalogue des publications en français du gouvernement de l'Ontario. Vol. 3, no. 1 (mars 1981) - vol. 3, no. 4 (dec. 1981). Toronto: le ministère des Services gouvernementaux. Compilé et redigé par le Service de compilation et de catalogage des Services de bibliothèque, de recherche et d'information.

Ontario Government Publications Annual Catalogue 1980. Toronto: Ministry of Government Services, c1981. 219 pp. Compiled and edited by the Checklist and Catalogue Service of the Legislative Library, Research and Information Services.

5. Presentations to Committees

Land, R. Brian and Grayson, Linda M. Research Service to the Legislative Assembly of Ontario: A Brief Submitted to the Standing Committee on Public Accounts. 19 November 1980. (Typewritten)

6. Other Publications

Grayson, Linda. "Serving Ontario Committees: The Case for Library Research Staff." Canadian Parliamentary Review 4 (Summer 1981): 23-24.

Krueger, Donald R. "Issues and Applications of Microcomputers for Libraries." Canadian Library Journal 38 (October 1981) : 281-285.

Krueger, Donald R. "Microcomputers in Libraries: Issues and Applications." Paper presented at CASLIS/CACUL contributed papers session, 36th annual conference of the Canadian Library Association, Hamilton, Ontario, 15 June 1981.

--------. Contributor. "Bibliography of Professionalism." National Librarian: The NLA Newsletter 6 (August 1981): 16.

Land, Brian. Directory of Associations in Canada. 4th ed. Toronto: Micromedia Limited, 1982.

--------. "Canadian Correspondents Report." The ALA Yearbook; A Review of Library Events, 1980. Chicago: American Library Association, 1981. pp. 310-16.

--------. Review of Parliamentary Librarianship in the English-speaking World, by Philip Laundy. Government Publications Review 8A (1981): 444-45.

--------. Review of Unelected Representatives: Congressional Staff and the Future of Representative Government, by Michael J. Malbin. Canadian Parliamentary Review 4 (Autumn 1981): 33.

--------. Review of Encyclopedia of Business Information Sources. 4th ed. Canadian Library Journal 38 (April 1981): 112.

--------. Review of Canadian Selection: Books and Periodicals for Libraries, 1977-1979 Supplement, compiled by Isabel McLean and Edith Jarvi. Canadian Library Journal 39 (February 1982): 45.

Land, Brian; Dickerson, Mary; and Grayson, Linda. "Legislative Library, Reference, Research and Press Clipping Services". Thursday, April 16, 1981, pp. 15-23. In Seminars for Members; An Orientation Programme for Members to the Legislative Assembly. Toronto 1981.

O'Mara, James. "Town Founding in Seventeeth-century North America: Jamestown in Virginia." Journal of Historical Geography 8 (January 1982): 1-11.

Services to the Legislature. Toronto: Legislative Library, Research and Information Services, 1981.

Teeple, Diane. Review of CLR/RLC: Canadian Legislative Report [Rapport legislatif canadien], edited by Philip Kaye; consulting editor, L.J. Jewett. Government Publications Review 8A (1981) : 436-437.

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Appendix J

Staff Roster*
(1 April 1981 - 31 March 1982)

Director's Office	
Director:	R. Brian Land, B.A., M.A., B.L.S., M.L.S.
Executive Assistant to the Director:	F. Diane Teeple, B.A., B.L.S., M.L.S., LL.B.
Secretary to the Director:	Joan Shields
Accounts Clerk:	Sumi Johnson
Legislative Library Service	
Executive Coordinator:	E. Patricia Hay, B.A., B.P.H.E., B.L.S., M.L.S. (Appointed 1 October 1981)
Clerical Assistant:	Una Bruce
Word Processing Operator:	Denise M. Debney (Transferred from Director's Office, 1 December 1981)
Clerk/Typist:	Edith Henderson (Part-time; contract)
Collections Development	
Head:	Joy Mauerhoff, B.A., B.L.S.
Librarian:	Donna Burton, B.A., M.L.S. (Appointed 1 April 1981)
Technicians:	Mary Jane Park, B.A., 4 January - 31 March 1982 (Contract)
	Deborah Salisbury, B.A. (Transferred from Technical Services, 1 February 1982)
Student Assistants:	Karen Bell 11 May - 28 August 1981
	Anne Gallagher 8 May - 28 August 1981
	Eleanor Smouter 11 May - 28 August 1981

* Excludes G.O. Temporary Staff.

Information and Reference

Head:	Mary E. Dickerson, B.A., B.L.S., M.L.S.
Librarians:	Eleanor Barnes, B.A., B.L.S.
	Mary Faulkner, B.A., M.S.
	Robert Gardner, B.A., M.L.S.
	Susanne Hynes, B.A., M.L.S. 13 May 1981 - 31 March 1982 (Part-time; contract)
	Donald Krueger, B.A., M.L.S.
	Susan Waintman, B.A., M.L.S.
Technicians and Other Support Staff:	Rosamond Austin, B.A., Reference Assistant
	Alastair Boyd, Mus. B., M. Mus. Information and Reference Clerk (Appointed 4 January 1982)
	Estelita Chan, B.A., Periodicals Technician
	Mary Jane Culbert, Current Data File Assistant (Resigned 26 June 1981)
	Margherita DiConza, General Clerk/Cleaner
	Marian Hourd, Senior Circulation Technician
	Natalie Litwin, B.A., Reference Assistant (Transferred from Collections Development 1 January 1982)
	Tamara Mann, Periodicals Technician
	David L. Parkin, Periodicals Technician (Resigned 18 September 1981)
	Martha Parrott, A.B. M.A. Ph.D. Senior Current Data File Technician
	Rosie Reda, Current Data File Technician (Appointed 8 June 1981)
	Vedi Singh, Current Data File Clerk Assistant (Appointed 6 July 1981)
	Mary F. Soplet, General Clerk/Cleaner
	Dianne Warrick, B.A., Circulation Technician Assistant (Appointed 7 December 1981)

Driver/Messenger:	Norman Lonergan 7 May 1981 - 22 January 1982 (Contract)
Student Assistants:	Don Anderson, 30 September 1982 - 23 April 1982 (Part-time)
	Ginette Burgess, 26 May - 4 September 1981
	Debra Forman, May - August; September - 31 March 1982 (Part-time)
	Christine Jones, 11 May 1981 - 28 August 1981
	Yoko Kato, 22 September 1981 - 8 April 1982 (Part-time)
	Peter McGee, 9 November 1981 - 16 April 1982 (Part-time)
	Vivian Thomas 17 September 1981 - 16 April 1982 (Part-time)

Technical Services and Systems

Head:	Pamela Stoksik, B.A. B.L.S.
Librarians:	Rowan Amott, B.A., M.L.S., 16 October 1981 - 31 March 1982 (Contract)
	Lynn Morgan, B.A., M.L.S. (Appointed 5 January 1982)
	Paul Pilon, B.A., M.L.S., 1 April 1981 - 8 May, 1981 (Contract)
	Anne-Marie Toth-Waddell, B.A. M.L.S.
	Marilyn Y. White, B.A. B.L.S.
Technicians and Other Support Staff:	Waltraud, Al-Zain, B.A. Coder/Searcher (Appointed 5 October 1982)
	Christine Broster, B.A. U.S. Acquisitions Technician
	Wayne Burton, Senior Cataloguing Technician
	Dawn Campbell, Data Base Maintenance Technician (Appointed 1 October 1981)
	Lorraine Guarino, Receptionist/Typist (Appointed 14 December 1981)

Technicians and Other Support Staff: (Continued)

Julia Jhaveri, B.A., Data Base Maintenance Technician (Appointed 5 October 1981)

Robert Kiddey, Coder/Searcher (Appointed 1 October 1981)

Lori Lane, Government Publications Technician

Rose Ocampo, B.S.S.W. M.A., Senior Acquisitions Technician

Donna Smith, Cataloguing Technician (Appointed 13 April 1981)

Angela Wilke, Senior Government Publications Technician

Student Assistants:

Gwyneth Carey 19 May - 19 August 1981

Surita Dey, 27 April - 14 August 1981; 30 September 1981 - 31 March 982 (Part-time)

Assunta Molino, 25 May - 4 September 1981

Legislative Research Service

Chief:

Linda M. Grayson, B.A., M.A. Ph.D. (Appointed 1 June 1981)

William S. Wu, B.A., M.A., Ph.D., M.I.M.A. (Resigned 8 May 1981)

Research Officers:

Charmaine Berry, B.A. 1 September 1981 - 31 March 1982 (Contract)

Martha Fletcher, B.A., M.A. (Resigned 26 June 1981)

Elizabeth Gardiner, B.A., M.E.S.

Richard Jennings, B.A.Sc., M.B.A., P.Eng. (Resigned 13 November 1981)

Philip Kaye, B.A., LL.B. (Appointed 1 October 1981)

Merike Madisso, B.A., B.Ed., M.A., LL.B.

Research Officers (Continued):	James O'Mara, B.A., M.A., Ph.D. (Appointed 15 June 1981)
	Jerry Richmond, B.A. M.A.
	Margaret Vokes, B.A., M.A. (Appointed 22 June 1981)
Secretary:	Pirinka P. Macleod
Clerk/Stenographer:	Norma Ferguson, B.A. (Appointed 4 May 1981)
	Bernard Grumet (Appointed 4 May 1981)
Word Processing Operator	Elaine Wiggins (Appointed 21 December 1981)

Press Clipping Service

Manager:	Inara Androvics (Resigned 12 October 1981)
	Christine Landry, B.J., (Appointed 25 January 1982)
Assistant Manager:	Susan Hansen, B.Sc. (Appointed 25 January 1982)
Clerical Staff:	Erica Bene
	George Britton (Appointed 1 April 1981)
	Mary Bull
	Nancy Cummings (Appointed 23 November 1981)
	Margaret Heslin
	Leila Persaud (Resigned 7 November 1981)
	Ellie Rodden
	Gary Schaller 1 March - 31 March 1982 (Contract)
	Kate Simpson, B.E.S. (Resigned 1 February 1982)
Summer Students:	Teresa Burns 19 May 1981 - 3 July 1981
	Paul Pidhirny 5 May 1981 - 4 September 1981
	Martin Veinbergs 8 July 1981 - 4 September, 1981

Checklist and Catalogue Service

Manager	Linda L. Reid, B.A., B.L.S., M.L.S.
Librarian:	Carolyn Barnes, B.A., M.L.S. (Appointed 4 November 1981)
	Eveline Marron, B.A., M.L.S. (Resigned 24 July 1981)
	Susan Seaman, B.A., M.L.S. 21 April - 30 October 1981 (Contract)
Administrative Clerk:	Pulver Zajfman
Acquisitions Technician:	Jeanne Leroux (Resigned 16 September 1981)
	Donna Stellar (Appointed 9 November 1981)
Student:	Ann MacLeod, B.A., 11 May - 28 August 1981